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GRADUATE GUIDE

The Graduate Guide provides an overview of UW-Madison programs that offer graduate degrees, doctoral minors, graduate/professional certificates, and capstone certificates.

The Graduate Guide is also the key source for program-specific policies, rules, and regulations as well as Graduate School-level policies regarding admission, coursework, the awarding of degrees and certificates, and the general criteria governing satisfactory progress in a degree program.

EDITIONS AND ARCHIVES

The information in this Guide is current as of June 1, 2021. The Guide is an official document of record and is reviewed and updated every year.

Archived editions from past years are available in the Guide and Catalog Archive (https://guide.wisc.edu/archive/).

Students are responsible for meeting the academic requirements that were in effect at the time that they matriculated, including satisfactory progress and degree requirements. In situations where academic requirements have changed during a student’s time of enrollment, the Graduate School and the academic program, together with the student, may elect to enforce requirements that are in the best interest of the student. University offices can provide current information about possible changes.

The Guide is published only online; printed copies are not available.

GRADUATE SCHOOL DEGREES AVAILABLE

The UW–Madison Graduate School confers the Master of Arts, Master of Science, Master of Accountancy, Master of Business Administration, Master of Music, Master of Engineering, Master of French Studies, Master of International Public Affairs, Master of Music, Master of Public Affairs, Master of Social Work, Master of Fine Arts, Educational Specialist, Doctor of Audiology, Doctor of Musical Arts, Doctor of Nursing Practice, Doctor of Occupational Therapy, and Doctor of Philosophy. Additionally, several programs that do not award graduate degrees may offer doctoral minors, specialist certificates, graduate/professional certificates, or capstone certificates. Some major programs have identified sub-majors, known as “named options.” These official named options are approved by university governance and appear on the transcript when the degree is conferred. Some programs also have unofficial specializations that do not appear on the transcript.

The master’s degree is conferred only upon completion of a coherent and focused program of advanced study.

The Master of Fine Arts degree offers superior students advanced training and opportunities for creativity. The program is for the prospective professional artist and teacher in the fine arts at the college level and emphasizes creative work.

The Doctor of Philosophy, the Doctor of Nursing Practice, the Doctor of Audiology, the Doctor of Occupational Therapy, and the Doctor of Musical Arts are the highest degrees conferred at UW-Madison. None are conferred solely as a result of any prescribed period of study, no matter how faithfully pursued. The Ph.D. degree is a research degree and is granted on evidence of general proficiency, distinctive attainment in a special field, and particularly on ability for independent investigation as demonstrated in a dissertation presenting original research or creative scholarship with a high degree of literary skill. The DMA degree is granted on evidence of a high degree of competence in performance, conducting, or composition. The DNP, OTD, and Au.D. degrees are clinical doctorates granted on evidence of clinical knowledge and expertise in their respective disciplinary areas.

The Ph.D., DNP, Au.D., OTD, and DMA degree programs must be rationally unified, with courses that contribute to an organized program of study and research. Courses must be selected from groups embracing one principal subject of concentration called the major (see Degrees), and if required, from one or more related fields called the doctoral minor/breadth requirement. The major field is normally coextensive with the work of a single department or with one of the subjects under which certain programs have been formally arranged. A major may be permitted to extend beyond the above limits with the prior approval of the Dean of the Graduate School. The doctoral minor/breadth requirement is designed to represent a coherent body of work, taken as a graduate student, and should not be simply an after-the-fact ratification of a number of courses taken outside the major department.

Graduate School minimum credits and other requirements necessary to earn these degrees are listed in the Graduate School Minimum Degree Requirements and Satisfactory Progress (https://guide.wisc.edu/graduate/#policiesandrequirementstext) section; each program may set degree requirements and expectations more rigorous than that which the Graduate School’s policy requires.

OTHER CENTRAL RESOURCES

The Graduate School website (http://grad.wisc.edu/) offers links to information about admissions (https://grad.wisc.edu/apply/), program data profiles (https://grad.wisc.edu/academic-programs/), funding resources (https://grad.wisc.edu/funding/), diversity (https://grad.wisc.edu/diversity/), professional development (https://grad.wisc.edu/professional-development/), graduate student life (https://grad.wisc.edu/current-students/), and other resources.

The Graduate School’s Academic Policies and Procedures (http://grad.wisc.edu/acadpolicy/) provides information about Graduate School academic and administrative policies and procedures.

Graduate Assistant Policies and Procedures (GAPP) (https://hr.wisc.edu/policies/gapp/) outlining employment-related practices for graduate student teaching, research, and project assistants are available from the Office of Human Resources.

GRADUATE STUDENT PROFESSIONAL DEVELOPMENT

The Graduate School Office of Professional Development (OPD) coordinates, develops, and promotes learning opportunities to foster the academic, professional, and life skills of graduate students.

Professional development topics include Individual Development Plans (https://grad.wisc.edu/pd/idp/), communication, mentoring, grant writing, dissertation writing, career exploration, job search strategies, and more. OPD provides a wealth of resources and events tailored to the needs of UW-Madison graduate students.

OPD developed and maintains DiscoverPD (https://my.grad.wisc.edu/DiscoverPD/), an innovative tool for UW-Madison graduate students to advance their academic and professional goals. DiscoverPD introduces eight areas (or “facets”) of professional development, includes a self-assessment, and provides a customized report of areas of strength and
weakness. The report comes with recommendations to help graduate students strengthen their ability within each area.

More information on campus resources for student professional development is available at Graduate Student Professional Development (http://grad.wisc.edu/psd/). Students may keep up-to-date by reading GradConnections (https://kb.wisc.edu/grad/68207/), the weekly newsletter for graduate students, bookmarking the Events Calendar (https://grad.wisc.edu/events/) to keep tabs on upcoming workshops of interest, and following the Graduate School's Twitter (https://twitter.com/UWMadGSEd/), Facebook (https://www.facebook.com/uwmadgradschool/), YouTube (https://www.youtube.com/c/UWMadisonGraduateSchool/), or Instagram (https://www.instagram.com/uwmadgsed/) accounts.

EQUAL OPPORTUNITY, EQUAL ACCESS, AND NON-DISCRIMINATION

The University of Wisconsin – Madison is committed to providing equal opportunity and equal access in compliance with all applicable federal and state laws and regulations and University of Wisconsin System and university non-discrimination policies and procedures.

POLICIES & PROCEDURES

The Office of Compliance promotes ethical conduct and compliance with all applicable laws, regulations and UW–Madison policies. UW–Madison's non-discrimination statement, contact information for the university’s Equal Opportunity Investigations Administrator, Title IX Coordinator, ADA Coordinator as well as information regarding UW–Madison’s Equal Opportunity Complaint process is available on the Office of Compliance's website (https://compliance.wisc.edu/oe-complaint/).

DISABILITY RESOURCES

The McBurney Disability Resource Center is an office within the Division of Student Affairs that views disability as an important aspect of the diversity of UW–Madison. We are committed to creating an accessible and inclusive educational experience for students. We do this by partnering with students, faculty, and staff to design accessible environments and to provide academic accommodations so that students can engage, explore and participate in the Wisconsin Idea.

We work with UW–Madison students with physical, learning, hearing, vision, psychological, health and other disabilities substantially affecting a major life activity (e.g., walking, communicating, learning, seeing, breathing, reading, etc.). Many students have non-apparent disabilities such as depression, anxiety, autism spectrum, learning disabilities, AD/HD and health conditions such as Crohn’s disease or fibromyalgia.

Common accommodations include extended time and/or small group environment for exams, notetaking support, sign language interpreting, real time and media captioning, and conversion of printed materials to accessible formats. McBurney Center staff members also collaborate with students and faculty to determine reasonable flexibility with regard to attendance, participation, and deadlines for conditions that fluctuate in severity over the course of enrollment. The Center makes referrals to other campus offices or community resources for non-classroom accommodations related to housing, transportation, personal care needs, and so on. Students should contact the Center upon admission to begin the eligibility for services process. Early notice is essential in order to have accommodations in place prior to the start of the semester. For detailed information, see How to apply for accommodations (https://mcburney.wisc.edu/apply-for-accommodations/).

McBurney Disability Resource Center
702 West Johnson Street, Suite 2104
Madison, WI 53706
608-263-2741 (voice)
608-225-7956 (text)
608-265-2998 (fax)
mcburney@studentlife.wisc.edu
www.mcburney.wisc.edu (http://www.mcburney.wisc.edu/)

ACCREDITATION

The University of Wisconsin—Madison is accredited by the:

Higher Learning Commission (http://www.hlcommission.org/)
230 South Lasalle Street, Suite 7-500
Chicago, IL 60604
telephone 1-800-621-7440
www.hlcommission.org (http://www.hlcommission.org)

UW–Madison, which was first accredited in 1913, was last accredited in 2019, and will go through a reaccreditation process again in 2028–29.

See Mark of Affiliation (http://guide.wisc.edu/undergraduate/).

Registration with the Minnesota Office of Higher Education: The University of Wisconsin—Madison is a public institution registered as a "Private Institution" with the Minnesota Office of Higher Education pursuant to sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

The information, policies, and rules contained herein are subject to change.

DEGREES/MAJORS

Filter Graduate Degrees (http://guide.wisc.edu/mas/)
Explore Graduate School Program Data

DISTANCE OR FLEXIBLE PROGRAMS

The university offers several degree and capstone certificate programs that are fully or partially available at a distance or that are flexible to working schedules with evening and/or weekend courses. To learn more about the graduate-level degrees and certificates offered in flexible and online formats, visit the Wisconsin Professional Degrees & Certificates (https://pdc.wisc.edu/) portal.

OTHER PROFESSIONAL DEGREES

UW–Madison offers a number of post-baccalaureate professional degrees that are not administered by the Graduate School, but instead are solely supported by their home school.

Doctor of Juridical Science—SJD (https://law.wisc.edu/)
Doctor of Law—J.D. (http://law.wisc.edu/)
Doctor of Medicine—M.D. (http://www.med.wisc.edu/education/md-program/main/276/)
Doctor of Physical Therapy—DPT (https://www.med.wisc.edu/education/physical-therapy-program/)
Doctor of Pharmacy—Pharm.D. (https://pharmacy.wisc.edu/programs/pharmd/)
Doctor of Veterinary Medicine—DVM (https://www.vetmed.wisc.edu/education/dvm/)
DOCTORAL MINORS

Breadth is a required component of doctoral training at UW–Madison. A student's doctoral major program determines how breadth is achieved: students either complete an additional program of a doctoral minor or graduate/professional certificate (p. 12), or breadth is built into the doctoral major program curriculum. Most major programs instruct students to use a doctoral minor or graduate/professional certificate to meet the breadth requirement. If a doctoral minor is not required by the student's doctoral major program, this is noted on the Requirements tab of the Guide degree or named option page. See Minors (https://grad.wisc.edu/documents/minors/) in the Graduate School Academic Policies and Procedures for minimum course requirements for the minor.

GRADUATE/PROFESSIONAL CERTIFICATES

Graduate/professional certificates are available to all degree-seeking graduate and professional students (Graduate, Law, Medicine, Pharmacy, Veterinary Medicine careers) and meet the Graduate School breadth requirement. Graduate/professional certificate programs coordinate teaching and research among scholars active in interrelated disciplines.

The Specialist Certificate represents work beyond the master’s level. For more information, contact the program.

CAPSTONE CERTIFICATES

Capstone certificates allow individuals with a bachelor’s degree to obtain additional professional skills and certification. Capstones do not lead to the conferral of a degree, but do appear on a student’s UW–Madison transcript.

Capstone certificate students are admitted as University Special students through Adult Career and Special Student Services (https://acss.wisc.edu/) (ACSSS). ACSSS as the academic dean is responsible for issues related to student enrollment and the student’s official record.

An ACSSS student services coordinator works with each department’s capstone certificate coordinator on advising, admissions, enrollment eligibility, and program completion. Capstone certificates typically follow rules of the Graduate School (https://grad.wisc.edu/acadpolicy/) (https://grad.wisc.edu/acadpolicy/#enrollmentrequirements) for tuition, credit limits, and grading.

- Actuarial Science, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/actuarial-science-capstone-certificate/)
- Advanced GIS, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/advanced-gis-capstone-certificate/)
- Applied Bioinformatics, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/applied-bioinformatics-capstone-certificate/)
- Clinical and Community Outcomes Research, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/clinical-community-outcomes-research-capstone-certificate/)
- Clinical and Health Informatics, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/clinical-health-informatics-capstone-certificate/)
- Clinical Nutrition, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/clinical-nutrition-capstone-certificate/)
- Communication Sciences and Disorders, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/communication-sciences-disorders-capstone-certificate/)
- Community and Nonprofit Leadership, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/community-nonprofit-leadership-capstone-certificate/)
- Computer Sciences for Professionals, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/computer-sciences-professionals-capstone-certificate/)
- Consumer Health Advocacy, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/consumer-health-advocacy-capstone-certificate/)
- Data Analytics for Decision Making, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/data-analytics-decision-making-capstone-certificate/)
- Engine Design, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/engine-design-capstone-certificate/)
- French Studies for Teachers, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/french-studies-teachers-capstone-certificate/)
- Fundamentals of Clinical Research, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/fundamentals-clinical-research-capstone-certificate/)
- GIS Fundamentals, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/gis-fundamentals-capstone-certificate/)
- Global Health Online, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/global-health-online-capstone-certificate/)
- Global Health, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/global-health-capstone-certificate/)
- Infant, Early Childhood and Family Mental Health, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/infant-early-childhood-family-mental-health-capstone-certificate/)
- Polymer Processing & Manufacturing, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/polymer-processing-manufacturing-capstone-certificate/)
- Post-Graduate Psychiatric Nursing, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/post-graduate-psychiatric-nursing-capstone-certificate/)
- Power Conversion and Control, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/power-conversion-control-capstone-certificate/)
- Powertrain Electrification, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/powertrain-electrification-capstone-certificate/)
- Veterinary Medicine careers) and meet the Graduate School breadth requirement. Graduate/professional certificate programs coordinate teaching and research among scholars active in interrelated disciplines.

The Specialist Certificate represents work beyond the master’s level. For more information, contact the program.

- Alumnae and Alumnus of the University of Wisconsin–Madison (also known as UW–Madison) (http://www.med.wisc.edu/education/graduate-programs/genetic-counseling/main/26910/)
- Master of Laws–LLM (https://law.wisc.edu/)
- Master of Physician Assistant Studies–PA. (http://www.fammed.wisc.edu/pa-program/)
- Master of Public Health–MPH (https://mph.wisc.edu/)

- Master of Genetic Counseling—MGC (http://www.med.wisc.edu/education/graduate-programs/genetic-counseling/main/26910/)
- Master of Laws–Legal Institutions–LLM (https://law.wisc.edu/)
- Master of Physician Assistant Studies–PA. (http://www.fammed.wisc.edu/pa-program/)
- Master of Public Health–MPH (https://mph.wisc.edu/)
• Psychoactive Pharmaceutical Investigation, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/psychoactive-pharmaceutical-investigation-capstone-certificate/)
• User Experience Design, Capstone Certificate (http://guide.wisc.edu/nondegree/capstone/user-experience-design-capstone-certificate/)

ADMISSIONS

The University of Wisconsin–Madison has offered graduate study for more than a century. Its advanced instruction actively involves graduate students in research. The faculty of more than 2,000 distinguished scholars and teachers, supported by an academic staff exceeding 6,000 confers graduate degrees in more than 160 fields of study.

As one of the nation’s major research institutions, the university maintains extensive research facilities. More than 40 campus libraries, three museums, and numerous research centers support nearly 7,500 active local, national, and international research projects.

Keep in mind:

• Deadlines for applications, fellowships and other types of funding vary among programs.
• Requirements for admissions also vary; therefore, it is important to check program websites and the program page in Guide before applying.
• All transcripts are sent directly to the program. If applying to more than one program, transcripts should be sent to each program. All transcripts become part of the university files and will not be returned.
• The application fee is set by the legislature and is nonrefundable.

COUNCIL OF GRADUATE SCHOOLS POLICY RESOLUTION (HTTPS://CGSNET.ORG/APRIL-15-RESOLUTION/)

Acceptance of an offer of financial support* (such as a graduate scholarship, fellowship, traineeship, or assistantship) for the next academic year by a prospective or enrolled graduate student completes an agreement that both student and graduate school expect to honor. In that context, the conditions affecting such offers and their acceptance must be defined carefully and understood by all parties.

Students are under no obligation to respond to offers of financial support prior to April 15; earlier deadlines for acceptance of such offers violate the intent of this Resolution. In those instances in which a student accepts an offer before April 15 and subsequently desires to withdraw that acceptance, the student may submit in writing a resignation of the offer. In such instances, students must first inform the program that they are withdrawing or resigning from the offer of financial support that they previously had accepted. Starting in Fall 2020, applicants are no longer required to obtain a formal release from the program whose offer they accepted, either before or after the April 15 deadline. Once they have informed the program that they are withdrawing their acceptance of the offer, they then can accept any other offers. It is further agreed by the institutions and organizations subscribing to the above Resolution that a copy of this Resolution or a link to the URL should accompany every scholarship, fellowship, traineeship, and assistantship offer.

*Please Note: This Resolution applies to offers of financial support only, not offers of admission.

POLICIES AND REQUIREMENTS

The Graduate School sets minimum standards that must be met by all graduate students in the university. Continuation in the Graduate School is at the discretion of the major program, the Graduate School, and the major professor.

The requirements of most programs exceed the Graduate School minimum criteria. These additional requirements are described in each major program entry in the Guide on the Requirements tab. Students are responsible for reviewing Guide and obtaining specific degree requirements from the program. Many programs publish a graduate student handbook, which provides more details about graduate study and other policies and processes.

GRADUATE SCHOOL MINIMUM DEGREE REQUIREMENTS AND SATISFACTORY PROGRESS

Schools/colleges, departments and programs may set more rigorous expectations and requirements than the Graduate School.

MASTER’S DEGREES

M.A., M.S., M.Acc., MBA, M.M., M.Eng., MFS, MIPA, MPA, MSW

Minimum Graduate Degree Credit Requirement
30 credits

Minimum Graduate Residence Credit Requirement
16 credits

Minimum Graduate Coursework (50%) Requirement
At least 50% of credits applied toward the graduate degree credit requirement must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/).

Prior Coursework Requirements: Graduate Work from Other Institutions

For well-prepared advanced students, a student’s program may decide to accept prior graduate coursework from other institutions. This coursework does not appear on a UW–Madison transcript nor count toward graduate career GPA. The Graduate School’s minimum graduate residence requirement can be satisfied only with courses taken as a graduate student at UW–Madison. The only exception is graduate-level coursework taken as a CIC Traveling Scholar.

Prior Coursework Requirements: UW–Madison Undergraduate

For well-prepared advanced students, a student’s program may decide to accept up to 7 credits numbered 300 or above of required or elective courses from the undergraduate work completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. However, this work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. This work
will not appear on the graduate career portion of UW–Madison transcript nor count toward the graduate career GPA.

The Graduate School's minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison.

Prior Coursework Requirements: UW–Madison University Special
After admission to a graduate program, the student’s program may decide to accept up to fifteen University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. This work will not appear on the graduate career portion of UW–Madison transcript nor count toward the graduate career GPA.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Credits per Term Allowed
Up to 15 credits

Overall Graduate GPA Requirement
3.00

Other Grade Requirements
The Graduate School requires that students maintain a grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Many programs impose higher standards. Students should check with their program. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Probation Policy
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Advisor / Committee
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Assessment and Examinations
Requirements determined by the program.

Time Constraints
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Language Requirements
Each program sets its own language requirements. Some programs require competence in one or more languages before students can take preliminary examinations.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

MASTER OF FINE ARTS DEGREE, EDUCATIONAL SPECIALIST DEGREE, OR SPECIALIST CERTIFICATE
MFA, Ed.S., Specialist Certificate

Minimum Graduate Degree Credit Requirement
42 credits

Minimum Graduate Residence Credit Requirement
24 credits

Minimum Graduate Coursework (50%) Requirement
At least 50% of credits applied toward the graduate degree credit requirement must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://public.my.wisc.edu/portal/f/u124l1s4/p/CourseGuide-Browse-Courses.12411n31/detached/render.up?pCm=view&pP_action=advancedSearch&pP_form-submit=true).

Prior Coursework Requirements: Graduate Work from Other Institutions
For well-prepared advanced students, a student’s program may decide to accept prior graduate coursework from other institutions. This coursework does not appear on a UW–Madison transcript nor count toward graduate career GPA. The Graduate School's minimum graduate residence requirement can be satisfied only with courses taken as a graduate student at UW–Madison. The only exception is graduate-level coursework take as a CIC Traveling Scholar.

Prior Coursework Requirements: UW–Madison Undergraduate
For well-prepared advanced students, a student's program may decide to accept up to 7 credits numbered 300 or above of required or elective courses from the undergraduate work completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. However, this work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. This work will not appear on the graduate career portion of UW–Madison transcript nor count toward the graduate career GPA.

The Graduate School's minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison.
Prior Coursework Requirements: UW–Madison University Special
After admission to a graduate program, the student’s program may decide to accept up to fifteen University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. This work will not appear on the graduate career portion of UW–Madison transcript nor count toward the graduate career GPA.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Credits per Term Allowed
Up to 15 credits

Overall Graduate GPA Requirement
3.00

Other Grade Requirements
The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Many programs impose higher standards. Students should check with their program. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Probation Policy
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Advisor
Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Assessment and Examinations
Requirements determined by the program.

Time Constraints
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Language Requirements
Each program sets its own language requirements. Some programs require competence in one or more languages before students can take preliminary examinations.

For more information, please consult the Graduate School Academic Policies and Procedures. (https://grad.wisc.edu/acadpolicy/)

DOCTORAL DEGREES
Au.D., DMA, DNP, OTD, Ph.D.

Minimum Graduate Degree Credit Requirement
51 credits

Minimum Graduate Residence Credit Requirement
32 credits

Minimum Graduate Coursework (50%) Requirement
At least 50% of credits applied toward the graduate degree credit requirement must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://public.my.wisc.edu/portal/f/u12411s4/ p/CourseGuide-Browse-Courses.u12411n31/detached/render.up? pCm=view&pP_action=advancedSearch&pP_form-submit=true)

Prior Coursework Requirements: Graduate Work from Other Institutions
For well-prepared advanced students, a student's program may decide to accept prior graduate coursework from other institutions. This coursework does not appear on a UW–Madison transcript nor count toward graduate career GPA. The Graduate School’s minimum graduate residence requirement can be satisfied only with courses taken as a graduate student at UW–Madison. The only exception is graduate-level coursework taken as a CIC Traveling Scholar.

Prior Coursework Requirements: UW–Madison Undergraduate
For well-prepared advanced students, a student's program may decide to accept up to 7 credits numbered 300 or above of required or elective courses from the undergraduate work completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. However, this work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. This work will not appear on the graduate career portion of UW–Madison transcript nor count toward the graduate career GPA. The Graduate School’s minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison.

Prior Coursework Requirements: UW–Madison University Special
After admission to a graduate program, the student’s program may decide to accept up to fifteen University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. This work will not
appear on the graduate career portion of UW–Madison transcript nor count toward the graduate career GPA.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

**Credits per Term Allowed**

Up to 15 credits

**Doctoral Minor/Breadth Requirements**
The Graduate School requires doctoral programs to have a doctoral minor requirement to achieve breadth. Only those doctoral programs which have an accepted minor opt-out request on file may excuse their students from the doctoral minor requirement with alternate paths to breadth.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

**Overall Graduate GPA Requirement**

3.00

**Other Grade Requirements**
The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Many programs impose higher standards. Students should check with their program. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

**Probation Policy**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

**Advisor**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

**Assessment and Examinations**

Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required. Additional requirements are determined by the program.¹

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

**Time Constraints**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

**Language Requirements**

Each program sets its own language requirements. Some programs require competence in one or more languages before students can take preliminary examinations.

For more information, please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

¹ References to preliminary/oral examinations and dissertations to not apply to clinical doctorate degrees (such as Au.D., DNP). Consult the program for specific requirements.

### ACADEMIC CALENDAR

Establishment of the academic calendar (https://www.secfac.wisc.edu/academic-calendar.htm) for the University of Wisconsin–Madison falls within the authority of the faculty as set forth in Faculty Policies and Procedures. Construction of the academic calendar is subject to various rules and guidelines prescribed by the Board of Regents, the Faculty Senate and State of Wisconsin legislation. Approximately every five years, the Faculty Senate approves a new academic calendar which spans a future five-year period. The current calendar was adopted by the Faculty Senate in September 2016.

### ACCOUNTING AND INFORMATION SYSTEMS

#### DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Business: Accounting, M.Acc. (p. 17)
For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

Willie Choi, BSBA, MAcc, Ph.D.
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David J. Lesar Professor in Business
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Thomas Linsmeier, BBA, MBA, Ph.D.
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PwC Professor in Accounting
Senior Associate Dean for Faculty and Research
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John Wild, BBA, M.S., Ph.D.
Professor
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Karla Zehms, BBA, M.S., Ph.D.
Professor
EY Professor in Accounting
karla.zehms@wisc.edu

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive WSB alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

The Master of Accountancy in Business: Accounting (M.Acc.) degree helps students develop strong technical and professional accounting skills that qualify them to sit for the CPA exam. Careers as professional accountants in public accounting, financial institutions, government, industry, or nonprofit organizations are possible upon graduation. For additional information see the program website (https://wsb.wisc.edu/programs-degrees/masters/macc/).

This program is open to any student who has earned a four-year undergraduate degree, in any discipline, from an accredited institution.

Most students pursuing this program will complete a relevant internship in public or corporate accounting. No prior professional work experience is required for admission to the program.

In addition to building strong, technical accounting skills, this program focuses on overall professional development. Curricular and co-curricular elements incorporate the development of critical thinking and analysis, research, writing and presentation skills. Additionally, all students are required to engage an ethics and professionalism program aimed at preparing students to enter a profession where strong ethical standards are paramount.
ADMISSIONS

Students apply to the Master of Accountancy in Business: Accounting through one of the named options:

- Accounting, Assurance, Advisory (p. 20)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

All students in the Business: Accounting, M.Acc. program are eligible to compete for program-level financial support in the form of teaching assistantships, scholarships and project work. The Professional Programs Committee evaluates applications from existing students each spring for opportunities the following academic year.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
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Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.

Assessments and Examinations

Language Requirements

No required assessments or examinations beyond course requirements.

POLICIES

Students should refer to one of the named options for policy information:

- Accounting, Assurance, Advisory (p. 20)

PROFESSIONAL DEVELOPMENT

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Understand the conceptual and technical knowledge foundations of financial accounting, managerial accounting, taxation, business law, and auditing.
2. Apply Generally Accepted Accounting Principles (GAAP) (and relevant assumptions, principles, and constraints) to prepare financial statements.
3. Understand that management accounting and control systems, providing financial and nonfinancial performance information,
are integral to the successful design and implementation of an organizational strategy.

4. Interpret and validate business events and transactions through the lens of business processes and systems.

5. Demonstrate technical competence in income taxation of individuals, partnerships, corporations, and international organizations.

6. Identify the legal implications of their choices and how the law impacts their interactions with others in a business setting.

7. Understand how earning trust and demonstrating integrity as successful accounting professionals impacts businesses, contracts, and capital markets, as well as society at large.

8. Understand that leadership in the field of accounting is the consistent display and communication of respect, trust, expertise and adaptability within various business relationships and contexts.

9. Explain how to complete an audit from beginning to end, applying auditing standards, assessing risk, and gathering evidence.

10. Engage in effective written communication practices by crafting professional memos and reports that integrate research and analysis skills, technical information, and expert writing proficiency.

11. Understand how accounting is a global practice requiring knowledge of national and international standards, the examination of sociocultural impacts within business contexts, and the ability to leverage the advantages that diversity brings to an organization.

PEOPLE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

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Professor
Robert Beyer Professor in Accounting
Department Chair of Accounting & Information Systems
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Executive Director of the Arthur Andersen Center for Financial Reporting and Control
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Albert O. Nicholas Dean
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PwC Professor in Accounting
Senior Associate Dean for Faculty and Research
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Professor
john.wild@wisc.edu

Karla Zehms, BBA, M.S., Ph.D.
Professor
EY Professor in Accounting
karla.zehms@wisc.edu

ACCREDITATION

AACSB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


CERTIFICATION/LICENSURE

The MAcc program meets the licensing requirements in most jurisdictions, though students pursuing their license in California, Texas and Colorado are required to take a board-approved accounting ethics course (reflected on their transcript). Most graduate students complete this requirement post-graduation via an online course through a community college. While the MAcc curriculum integrates ethics
throughout the curriculum (as validated by program accreditation), ethics is not reflected on a student’s transcript. Students are strongly encouraged to seek out advising early regarding CPA qualifications as they range by state/jurisdiction.

PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)

The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:

The requirements of this program do not meet Certification/Licensure in the following states:
California, Colorado, Texas

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:
Not applicable

Note:
American Samoa and the Northern Mariana Islands are not CPA-granting jurisdictions.

BUSINESS: ACCOUNTING: ACCOUNTING, ASSURANCE, ADVISORY, M.ACC

This is a named option within the Business: Accounting, M.Acc. (p. 17)

The M.Acc. in Business: Accounting degree has an available named option in Accounting, Assurance, Advisory (AAA) which is designed to prepare students for a variety of accounting focused career opportunities. This option requires students to complete a minimum of four advanced accounting courses from a rich set of accounting electives. Students can then select from a variety of non-accounting business electives to complete the credit requirements of the degree. Students may choose a broad set of electives across different disciplines, or they may choose to pursue a deeper set of knowledge in one area (i.e., finance, risk management, analytics, etc.)

ADMISSIONS

The Master of Accountancy (MAcc) program is open to any student who has earned a four-year undergraduate degree, or the equivalent, in any discipline, from an accredited institution.

For accounting students in the WSB, or accounting students from other UW-intuitions, who have been identified as candidates for admission to the Master of Accountancy program during their undergraduate studies, the application for graduate school will be open from September 1 – October 15 during the last year of their undergraduate program.

For all other students interested in pursuing the MAcc degree, there will be a rolling admissions process throughout the year to accommodate both fall and spring term enrollments.

Fall Enrollment
• 12/15: Application opens
• 6/30: Application closes
• 8/1: Final day to accept admission and pay deposit

Spring Enrollment:
• 9/1: Application opens
• 11/30: Application closes
• 12/15: Final day to accept admission and pay deposit

Applicants are not required to have previous full-time work experience. Application requirements include:
• Two letters of recommendation
• Undergraduate transcripts
• Resume
• Essays
• GMAT score (WSB GMAT code: 79K-2S-23)
• TOEFL/IELTS score for non-native English speakers (institution code 1846)

Transcripts
It is not necessary to send official transcripts at the date of application. Applicants will be asked to upload an electronic transcript into the online application system. Applicants later admitted to the program will be asked to send their official (final) transcripts reflecting an undergraduate degree.

Schools outside the United States may be verified by World Education Services at the individual class level.

GMAT
The Graduate Record Exam (GRE) may be an acceptable alternative to the GMAT test on a case by case basis. Scores should be submitted to the University of Wisconsin – Madison, institution code 1846.

The GMAT score will be waived if you meet one of the four sets of criteria below:
1. Undergraduate degree from the Wisconsin School of Business
2. Undergraduate degree from a U.S. accredited university or college
   a. Cumulative undergraduate GPA of 3.2 or higher (on a 4.0 scale)
   b. At least one math course or quantitative course like finance or accounting with a ‘B’ or better
3. Undergraduate degree completed outside of the U.S.
   a. Submission of original transcripts, along with transcripts evaluated by World Evaluation Services (WES)
   b. Cumulative GPA of 3.2 or higher
   c. At least one math course or quantitative course like finance or accounting with a ‘B’ or better
4. Awarded an advanced degree, such as an MBA, JD, MD, PhD, from an accredited U.S. institution

**Test of English as a Foreign Language**

The TOEFL is waived for students who have earned a four-year undergraduate degree and/or master degree (minimum of eight semesters total) with instruction in English or who will complete such a degree prior to matriculation in the Master of Accountancy program.

Students should direct the Educational Testing Service to forward their test results, taken within two years of the intended start term, to the University of Wisconsin–Madison (institution code: 1846). A minimum TOEFL score of 104 is required for consideration of admission into the program. International Financial Statements are only required of students admitted to the program.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

All students in the Business: Accounting, M.Acc. program are eligible to compete for program-level financial support in the form of teaching assistantships, scholarships and project work. The Professional Programs Committee evaluates applications from existing students each spring for opportunities the following academic year.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
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**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

**CURRICULAR REQUIREMENTS**

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</table>

**Overall Graduate GPA Requirement**

**Other Grade Requirements**

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.

**Assessments and Examinations**

No required assessments or examinations beyond course requirements.

**Language**

No language requirements.

**REQUIRED COURSES**

MAcc students seek advanced preparation for careers in various aspects of accounting. The degree stresses in-depth study of accounting theory, auditing, taxation, information systems, applications, policy, and decision making. The program can be undertaken by students possessing an undergraduate accounting degree from UW–Madison or an undergraduate degree in a non-accounting field from any school.

The first year of the MAcc program emphasizes accounting and core business knowledge necessary to work in the accounting profession.

Students are encouraged to complete a paid internship during the summer between the first and second year of the program. The second year of the program is designed to build on the internship experience through in-depth study of accounting issues. The second-year curriculum for students pursuing the standard MAcc plan is as follows (30 total credits).

The MAcc program requires a minimum of 54 credits over two years.

The second year also provides students with some flexibility to promote breadth of knowledge across a number of business disciplines.
to count no more than 15 credits of coursework numbered 600 or above in tuition (between special and graduate tuition), students are allowed With program and department approval and payment of the difference UW–Madison University Special degree is not allowed to satisfy requirements.

Coursework earned five or more years prior to admission to a master's degree is not allowed to apply toward the minimum graduate degree credit requirement. Up to 6 credits from courses numbered 300 or above will be allowed to apply toward the degree.

Graduate Work from Other Institutions
With program and department approval, up to 6 credits of graduate coursework completed two years prior to admission at an AACSB accredited institution, in which a grade of B or better was earned, may count toward the degree.

UW–Madison Undergraduate
Up to 6 credits from courses numbered 300 or above will be allowed to apply toward the minimum graduate degree credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison University Special
With program and department approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 600 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)
Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. The response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Department-sponsored funding is available on a competitive basis to all MAcc students. In addition, students can apply for a teaching assistantship but should have completed one year (either graduate or undergraduate) with the department before applying.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

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PEOPLE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

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Professor
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Fabio Gaertner, B.S., M.S., Ph.D.
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Emily Griffith, BBA, M.S., Ph.D.
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emily.griffith@wisc.edu

Stacie Laplante, B.S., M.S., Ph.D.
Associate Professor
David J. Lesar Chair in Business
This is a named option in the Business: Accounting M.Acc. (p. 17)

The M.Acc. in Business: Accounting degree has an available named option in Tax, which is designed for students preparing for a career in tax. This option focuses on deep knowledge in a variety of tax topics, providing the qualifications for a career in the tax discipline in public accounting or industry. Students will also benefit from taking a minimum of two additional advanced accounting electives outside of the tax curriculum.

The tax-focused curriculum in this named option covers topics such as corporate taxation, research and administrative issues in taxation, partnership taxation and international taxation.

ADMISSIONS

The Master of Accountancy (MAcc) program is open to any student who has earned a four-year undergraduate degree, or the equivalent, in any discipline, from an accredited institution.

For accounting students in the WSB, or accounting students from other UW-intuitions, who have been identified as candidates for admission to the Master of Accountancy program during their undergraduate studies, the application for graduate school will be open from September 1 – October 15 during the last year of their undergraduate program.

For all other students interested in pursuing the MAcc degree, there will be a rolling admissions process throughout the year to accommodate both fall and spring term enrollments.

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Applicants are not required to have previous full-time work experience. Application requirements include:
• Two letters of recommendation
• Undergraduate transcripts
• Resume
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• GMAT score (WSB GMAT code: 79K-2S-23)
• TOEFL/IELTS score for non-native English speakers (institution code 1846)

Transcripts
It is not necessary to send official transcripts at the date of application. Applicants will be asked to upload an electronic transcript into the online application system. Applicants later admitted to the program will be asked to send their official (final) transcripts reflecting an undergraduate degree.

Schools outside the United States may be verified by World Education Services at the individual class level.

GMAT
The Graduate Record Exam (GRE) may be an acceptable alternative to the GMAT test on a case by case basis. Scores should be submitted to the University of Wisconsin – Madison, institution code 1846.
The GMAT score will be waived if you meet one of the four sets of criteria below:

1. Undergraduate degree from the Wisconsin School of Business
2. Undergraduate degree from a U.S. accredited university or college
   a. Cumulative undergraduate GPA of 3.2 or higher (on a 4.0 scale)
   b. At least one math course or quantitative course like finance or accounting with a ‘B’ or better
3. Undergraduate degree completed outside of the U.S.
   a. Submission of original transcripts, along with transcripts evaluated by World Evaluation Services (WES)
   b. Cumulative GPA of 3.2 or higher
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4. Awarded an advanced degree, such as an MBA, JD, MD, PhD, from an accredited U.S. institution

Test of English as a Foreign Language

The TOEFL is waived for students who have earned a four-year undergraduate degree and/or master degree (minimum of eight semesters total) with instruction in English or who will complete such a degree prior to matriculation in the Master of Accountancy program.

Students should direct the Educational Testing Service to forward their test results, taken within two years of the intended start term, to the University of Wisconsin–Madison (institution code: 1846). A minimum TOEFL score of 104 is required for consideration of admission into the program. International Financial Statements are only required of students admitted to the program.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

All students in the Business: Accounting, M.Acc program are eligible to compete for program-level financial support in the form of teaching assistantships, scholarships and project work. The Professional Programs Committee evaluates applications from existing students each spring for opportunities the following academic year.

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

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<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
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Assessments and Examinations No required assessments or examinations beyond course requirements.

Language No language requirements.

REQUIRED COURSES

The Tax named option in the MAcc stresses in-depth study of tax law in a variety of areas, including business tax, individual and estate tax planning, multijurisdictional tax issues, and tax administration. The courses for the Tax named option are closely integrated with law school tax offerings and in some cases, are cross-listed with the law school. In
addition, the Tax named option requires additional courses in auditing, financial reporting theory, or strategic cost management.

The second-year curriculum for students who wish to pursue a named option in Tax includes the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT I S 706</td>
<td>Advanced Financial Reporting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT I S 621</td>
<td>Corporate and Advanced Taxation</td>
<td>3</td>
</tr>
<tr>
<td>ACCT I S 724</td>
<td>Research and Administrative Issues in Taxation</td>
<td>3</td>
</tr>
<tr>
<td>ACCT I S 772</td>
<td>Seminar in Current Taxation Topics</td>
<td>3</td>
</tr>
<tr>
<td>ACCT I S 722</td>
<td>Taxation of Pass-Through Entities</td>
<td>3</td>
</tr>
<tr>
<td>ACCT I S 765</td>
<td>Contemporary Topics</td>
<td>1-4</td>
</tr>
<tr>
<td>ACCT I S 725</td>
<td>Taxation of Cross-Jurisdictional Transactions</td>
<td>3</td>
</tr>
</tbody>
</table>

Students pursuing the named option in Tax must also complete a minimum of two courses from the first year of the MAcc in Business: Accounting degree along with one business elective course.

Policies

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program and department approval, up to 6 credits of graduate coursework completed two years prior to admission at an AACSB accredited institution, in which a grade of B or better was earned, may count toward the degree.

UW-Madison Undergraduate
Up to 6 credits from courses numbered 300 or above will be allowed to apply toward the minimum graduate degree credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW-Madison University Special
With program and department approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 600 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use
these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Department-sponsored funding is available on a competitive basis to all MAcc students. In addition, students can apply for a teaching assistantship but should have completed one year (either graduate or undergraduate) with the department before applying.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

Willie Choi, BSBA, MAcc, Ph.D.
Associate Professor
David J. Lesar Professor in Business
willie.choi@wisc.edu

Mark Covaleski, B.S., MBA, Ph.D.
Professor
Robert Beyer Professor in Accounting
Department Chair of Accounting & Information Systems
mark.covaleski@wisc.edu

Ruyun (Ivy) Feng, B.S., M.S., Ph.D.
Assistant Professor
ivy.feng@wisc.edu

Fabio Gaertner, B.S., M.S., Ph.D.
Associate Professor
fabio.gaertner@wisc.edu

Emily Griffith, BBA, M.S., Ph.D.
Associate Professor
emily.griffith@wisc.edu

Stacie Laplante, B.S., M.S., Ph.D.
Associate Professor
stacie.laplante@wisc.edu

Thomas Linsmeier, BBA, MBA, Ph.D.
Professor
thomas.linsmeier@wisc.edu

Dan Lynch, B.S., M.S., Ph.D.
Associate Professor
### AFRICAN CULTURAL STUDIES, DOCTORAL MINOR

The mission of the Department of African Cultural Studies is to provide research and teaching in the languages and expressive cultures of Africa and Africans around the world.

The department is the only one of its kind in the United States. It offers curricula leading to both the master of arts degree and the doctor of philosophy degree. Its students come from all over the world, including many African countries.

### ADMISSIONS

Graduate students interested in completing the minor in African cultural studies should contact the director of graduate studies.

### REQUIREMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Required Courses:</td>
<td></td>
</tr>
<tr>
<td>AFRICAN 700</td>
<td>Reading and Writing African Cultural Studies</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>One graduate seminar</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Two electives chosen in consultation with the Department’s Director of Graduate Studies</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Total Credits</td>
<td>12</td>
</tr>
</tbody>
</table>

Students must maintain a GPA of 3.5 or better in courses taken for the minor.

### PEOPLE

Please visit the African Cultural Studies website (https://african.wisc.edu/people/faculty-and-staff/) for a complete list of faculty, instructional, and academic staff.

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### AFRICAN CULTURAL STUDIES, M.A.

The mission of the Department of African Cultural Studies is to provide research and teaching in the languages and expressive cultures of Africa and Africans around the world.

The department is the only one of its kind in the United States. It offers curricula leading to both the master of arts degree and the doctor of philosophy degree. Its students come from all over the world, including many African countries.

### ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://african.wisc.edu/people/faculty-and-staff/).
grad.wisc.edu/apply/requirements/ of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

### Requirements Detail

<table>
<thead>
<tr>
<th>Fall Deadline</th>
<th>December 15</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

### PREREQUISITES

Admission to the graduate program requires a bachelor's degree with substantial coursework related to the expressive cultures of Africa. Admitted students with an insufficient background in African cultural studies may be asked to complete additional coursework beyond the regular degree requirements. Applicants should have a minimum 3.0 GPA on a 4.0 grading scale or equivalent academic performance on other scales. The department will consider special cases, however, for probationary admission. If you have questions about your eligibility, please contact the graduate coordinator.

Admission into the Ph.D. program requires a master's degree in a closely related field (with the thesis or other substantive piece of graduate-level writing submitted as a writing sample).

### APPLICATION REQUIREMENTS

All applicants to the program must apply online (https://grad.wisc.edu/apply/) by 15 December. Please note, the $75 application fee is due at the time of application (an additional $6 will be charged to international students to cover processing). The department cannot review an applicant who has not met all Graduate School admissions requirements (https://grad.wisc.edu/admissions/requirements/). Carefully review the instructions and other information the Graduate School provides; most of the admissions questions we receive relate to the Graduate School's requirements and are answered in their documentation.

As part of the online application process, you will be asked supplemental questions regarding your language and teaching experience and expected to upload the information listed below:

- **University Transcripts**

  You must upload transcripts or academic records from each institution attended. You may upload unofficial copies for department review. If you are offered admission to the program, the Graduate School will request that you provide official copies of transcripts or academic records from each institution you have attended. These must be issued directly by the institutions with all official seals, stamps, and signatures. International academic records must be in the original languages and records in languages other than English accompanied by an official English translation. An accepted student may not matriculate or enroll for courses until the Graduate School has documented official transcript(s) matching or updating the application transcript(s).

- **TOEFL or IELTS Scores** (international applicants)

  If your undergraduate institution did not conduct courses in English, you must complete either the Test Of English as a Foreign Language (TOEFL) or the International English Language Testing System exam (IELTS). The online application allows you to self-report scores, but we cannot consider your application until the Graduate School receives your official score report directly from the examination organization. Students who do not meet Graduate School guidelines for English proficiency (https://grad.wisc.edu/admissions/requirements/) may be considered for admission, but will be required to complete assigned English language courses during their first year of study.

- **Purpose Statement**

  Your statement of purpose should make clear that you understand the kinds of courses we offer (https://african.wisc.edu/acs-courses/) and the research interests of our faculty and substantiate how your own interests intersect with our faculty expertise (https://african.wisc.edu/people/faculty-and-staff/). Give a detailed account of the reasons and circumstances that led to your decision to undertake graduate work in the Department of African Cultural Studies. Include references to your academic work, your short-term and long-term goals, your personal relationship to or interests in the fields we study, and your knowledge of any African languages. If your transcripts reflect any negative episodes in your academic career, e.g., a poor grade or a dropped course, you may explain them here. We look for evidence of your developing research interests and how they relate to the research interests of our faculty.

  The department will make secondary use of your purpose statement to assess the quality of your writing. We recommend a length of 500-1000 words. The scope of your discussion and the level of detail that you choose to provide will be part of our assessment.

- **CV or Résumé**

  Curriculum vitae or résumé listing language experience, awards, honors, or publications. For more information on CV or résumé writing, please consult:

  UW-Madison Writing Center. CV Tips (https://writing.wisc.edu/handbook/assignments/cv/)

- **Letters of Recommendation (3)**

  We require three letters of recommendation, submitted directly by the referees. You must submit your requests to all three of your references as part of the online application. Recommenders will receive a notice via email and will submit their letters accordingly. We do accept letters by post and email (submit directly to the graduate coordinator). We do not accept letters sent by the candidate unless they are sealed and the seal is proofed in some form (e.g., with the letter writer's signature over the seal).

  Recommendation letters should discuss your overall scholarly ability. Please ask your referees to include specific examples of your academic achievements; your independent thinking, analytical and critical thinking skills; papers and presentations given in their courses; and your merits relative to other students. For international applicants, the letters should
also address English proficiency. If recommenders submit their letters via the Graduate School's online application system, they will be asked to compare you to other students with whom they have worked; if they do not submit their letters through this system, they should include this information in the letter itself.

Strong letters of recommendation will provide the department with evidence that you will succeed in the study of African languages and expressive cultures at the graduate level. While we will accept letters from faculty in any discipline, we will give greater weight to letters from faculty whose scholarship is related to the fields we study.

All letters must be received by the 15 December deadline in order for us to consider your application.

AFTER THE APPLICATION
Following your application, the Graduate School will provide you with a link and a UW-Madison NetID and account. Use the information to track the progress of your application. Please keep in mind that materials sent by post may take some time to appear on this progress report.

FUNDING
GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
The department automatically considers all applicants for support through teaching assistantships and various UW-Madison fellowships. All admitted students are guaranteed five years of funding, typically in the form of TAships, as long as they are making satisfactory progress. Our top domestic minority students are typically nominated for, and often receive, Advanced Opportunity Fellowships (https://grad.wisc.edu/diversity/oecd/). All domestic students are encouraged to apply for Foreign Language Area Studies (https://flas.wisc.edu/) (FLAS) fellowships. Many of our graduate students also pursue outside funding as their career progresses. Details are listed below.

TEACHING ASSISTANTSHIPS
The department regularly funds teaching assistantships for both our language and literature/culture courses. Opportunities and assignments vary by semester. All continuing graduate students in good academic standing must apply by 15 December to be considered for positions for the following academic year. All new applicants are automatically considered. Teaching assistants earn tuition remission, a stipend, and benefits.

Please consult our website (https://african.wisc.edu/programs/teaching-assistantships/) for the most up-to-date information regarding teaching assistantships.

EBRAHIM HUSSEIN FELLOWSHIP
The Ebrahim Hussein Endowment for research in African expressive cultures was established in the College of Letters & Science in 2003 thanks to the generosity of Robert M. Philipson, alumnus of the College of Letters & Science (Ph.D.1989). The college will award $7500 each year to one or more full-time graduate students in L&S to carry out research on African expressive cultures in Africa and/or archives outside of the United States. The research must lead to a Ph.D. dissertation, an M.A. thesis, or a publishable-quality paper. Doctoral students may receive up to $7500 each; M.A. level students may receive up to $3,750 each.

Selection Criteria:
- Excellence of research proposal
- Demonstrated commitment to researching African expressive cultures
- General academic record
- Strong recommendations from faculty
- Timing of the proposed research in relation to degree requirements

OTHER FUNDING RESOURCES
The Graduate School provides additional information helpful to graduate students in need of funding.

Find information about:
- Types of funding available (https://grad.wisc.edu/studentfunding/types/)
- How to search for funding (https://grad.wisc.edu/studentfunding/steps/)
- Funding for international students (https://iss.wisc.edu/students/new-students/funding-scholarships/)
- General funding resources on campus (https://grad.wisc.edu/studentfunding/resources/)
- Foreign Language Area Studies Fellowships
- Dana-Allen Dissertation Fellowship (https://irh.wisc.edu/fellowships/dissertation/)
- African Studies Graduate Student Summer Fieldwork Award (http://africa.wisc.edu/?page_id=12507)
- Scott Klopock-Jenson Fellowship (http://irh.wisc.edu/funding/students/skj/)
- IRIS Graduate Student Summer Fieldwork Award (http://iris.wisc.edu/funding/students/summer-fieldwork-award/)
- American Association of University Women (http://www.aauw.org/what-we-do/educational-funding-and-awards/)
- American Council of Learned Societies (http://www.acls.org/programs/comps/)
- Gorgias Press (https://www.gorgiaspress.com/awards/)
- Jacob K. Javits Fellowship Program (https://www2.ed.gov/programs/jacobjavits/) (US Dept of Ed)
- Aga Khan International Education Programme (http://www.akdn.org/our-agencies/aga-khan-foundation/international-scholarship-programme/)
- Margaret McNamara Education Grants (http://www.mmeg.org/programs/)
- Woodrow Wilson Dissertation Fellowship in Women's Studies (http://woodrow.org/fellowships/womens-studies/)

Research travel awards (https://grad.wisc.edu/studentfunding/grantscomp/research/)
• American Council of Learned Societies (http://www.acls.org/programs/comps/)
• Chateaubriand Fellowship (https://www.chateaubriand-fellowship.org/)
• German Academic Exchange Service (https://www.daad.org/en/find-funding/)(DAAD)
• Harvard Society of Fellows (https://socfell.fas.harvard.edu/edu/)
• Royal Historical Society (http://royalhistsoc.org/grants/research-expenses/research-expenses-for-overseas-students-guidelines/)
• M (http://royalhistsoc.org/grants/marshall-centenary-fellowships/jarshall & Centenary Fellowships (http://royalhistsoc.org/grants/marshall-centenary-fellowships/)

Conference presentation funds (https://grad.wisc.edu/studentfunding/grantscomp/conference/)

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements**

**Detail**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum</th>
<th>Credit</th>
<th>Residence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requirement</td>
<td>30 credits</td>
<td>24 credits</td>
<td></td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement

Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

M.A. candidates should maintain a 3.5 GPA in all AFRICAN department courses and may not have any more than two Incompletes on their record at any one time.

Assessments and Examinations

By the beginning of the fourth semester (e.g. the end of January), the candidate will complete a Qualifying Paper (QP) in the form, length, and quality of a publishable article. The QP may be based on a paper written for a departmental seminar, revised based on the instructor’s feedback, and then read by two faculty members. One faculty member will be the student’s primary MA advisor (by mutual agreement); the second will be assigned by the Department Chair or DGS. Acting as if they are reviewers for a journal determining whether the QP is publishable, the two faculty members will deem the QP “publishable,” suggest additional revisions, or reject it.

Language Requirements

Two years study of an African language are required. Students may petition for an exemption if they have received comparable African language training or have intermediate or higher proficiency in an African language.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFRICAN 700</td>
<td>Reading and Writing African Cultural Studies</td>
<td>3</td>
</tr>
<tr>
<td>AFRICAN 803</td>
<td>Theories of African Cultural Studies</td>
<td>3</td>
</tr>
<tr>
<td>Two AFRICAN department seminars at the 900-level</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Six AFRICAN department elective courses chosen in consultation with the graduate advisor</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

With program permission, students are allowed to count no more than 6 credits of coursework from other institutions. Coursework earned five
or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above from a UW–Madison undergraduate degree.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

**ADVISOR / COMMITTEE**

Candidates are required to meet with the director of graduate studies every semester prior to enrolling for the next semester. Failure to meet this requirement will result in a hold on the student’s enrollment.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Students who have not produced a “publishable” (passing) QP by the beginning of the fourth semester (e.g. the end of January) must write a brief request for an extension to the end of the fourth semester, to be presented by their advisor for approval by the faculty. No more than one such extension will be granted.

Students who have not produced a “publishable” (passing) QP by the end of their fourth semester will leave the program with a terminal MA. Those who produce a “publishable” QP by the end of their fourth semester will be considered for admission to the PhD program. A decision regarding admission to the Ph.D. will be taken at a faculty meeting, based on a recommendation by the QP readers and input from other faculty members.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

n/a

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. (Content) Recognize canonical authors and texts, historical forms, genres, and structures, and recognize aesthetic and cultural concerns in Africa and its diasporas.
2. (Content) Develop in-depth knowledge in a sub-field of specialization within African cultural studies.
3. (Content) Demonstrate their understanding of major theories, approaches, concepts, and current and classical research findings in African and diaspora literary and cultural studies.
4. (Content) Develop a level of proficiency in the different “ways of knowing” Africa and the diaspora through language, literatures, and cultures.
5. (Research Skills) Understand their own learning processes and possess the capacity to intentionally seek, evaluate, and learn from information, and recognize and reduce bias in their thinking.
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12. (Analytical Skills) Discuss cultural texts from various theoretical and critical perspectives, formulate ideas and make connections between literary/cultural concepts and themes.
13. (Analytical Skills) Demonstrate command of the terminology and methodology of cultural studies, construct complex arguments, and use primary and secondary sources to support arguments.
14. (Analytical Skills) Articulate the place of their own research in relation to existing research on related topics.

PEOPLE

Please visit the African Cultural Studies website (https://african.wisc.edu/people/faculty-and-staff/) for a complete list of faculty, instructional, and academic staff.

AFRICAN CULTURAL STUDIES, PH.D.

The mission of the Department of African Cultural Studies is to provide research and teaching in the languages and expressive cultures of Africa and Africans around the world.

The department is the only one of its kind in the United States. For those learning to conduct research in African expressive cultures, it offers curricula leading to both the master of arts degree and the doctor of philosophy degree. For those learning to teach African languages, it offers a terminal master of arts degree with an emphasis on pedagogy. Its students come from all over the world, including many African countries.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduation admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/ of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
</tbody>
</table>

GRE (Graduate Record Examinations) Not required.
English Proficiency Test Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a
Letters of Recommendation Required 3

PREREQUISITES

Admission to the graduate program requires a bachelors degree with substantial coursework related to the expressive cultures of Africa. Admitted students with an insufficient background in African cultural studies may be asked to complete additional coursework beyond the regular degree requirements. Applicants should have a minimum 3.0 GPA on a 4.0 grading scale or equivalent academic performance on other scales. The department will consider special cases, however, for probationary admission. If you have questions about your eligibility, contact the chair of the Admissions committee, Dr. Katrina Daly Thompson, at katrina.daly.thompson@wisc.edu

Admission into the Ph.D. program requires a master of arts in a closely related field (with the thesis or other substantive piece of graduate-level writing submitted as a writing sample).

APPLICATION REQUIREMENTS

All applicants to the program must apply online (https://grad.wisc.edu/apply/) by 15 December. Please note, the $75 application fee is due at the time of application (an additional $6 will be charged to international students to cover processing). The department cannot review an applicant who has not met all Graduate School admissions requirements (https://grad.wisc.edu/admissions/requirements/). Carefully review the instructions and other information the Graduate School provides; most of the admissions questions we receive relate to the Graduate School’s requirements and are answered in their documentation.

As part of the online application process, you will be asked supplemental questions regarding your language and teaching experience and expected to upload the information listed below:

• University Transcripts

You must upload transcripts or academic records from each institution attended. You may upload unofficial copies for department review. If you are offered admission to the program, the Graduate School will request that you provide official copies of transcripts or academic records from each institution you have attended. These must be issued directly by the institutions with all official seals, stamps, and signatures. International academic records must be in the original languages and records in languages other than English accompanied by an official English translation. An accepted student may not matriculate or enroll for courses until the Graduate School has documented official transcript(s) matching or updating the application transcript(s).

• TOEFL or IELTS Scores (international applicants)
If your undergraduate institution did not conduct courses in English, you must complete either the Test Of English as a Foreign Language (TOEFL) or the International English Language Testing System exam (IELTS). The online application allows you to self-report scores, but we cannot consider your application until the Graduate School receives your official score report directly from the examination organization. Students who do not meet Graduate School guidelines for English proficiency (https://grad.wisc.edu/admissions/requirements/) may be considered for admission, but will be required to complete assigned English language courses during their first year of study.

- **Purpose Statement**

Your statement of purpose should make clear that you understand the kinds of courses we offer (https://african.wisc.edu/acs-courses/) and the research interests of our faculty and substantiate how your own interests intersect with our faculty expertise (https://african.wisc.edu/people/faculty-and-staff/). Give a detailed account of the reasons and circumstances that led to your decision to undertake graduate work in the Department of African Cultural Studies. Include references to your academic work, your short-term and long-term goals, your personal relationship to or interests in the fields we study, and your knowledge of any African languages. If your transcripts reflect any any negative episodes in your academic career, e.g., a poor grade or a dropped course, you may explain them here.

The department will make secondary use of your purpose statement to assess the style and substance of your writing. We recommend a length of 500-1000 words. The scope of your discussion and the level of detail that you choose to provide will be part of our assessment.

- **CV or Résumé**

Curriculum vitae or résumé listing language experience, awards, honors, or publications. For more information on CV or résumé writing, please consult these resources:

UW-Madison Writing Center: CV Tips (https://writing.wisc.edu/handbook/assignments/cv/)

- **Letters of Recommendation (3)**

We require three letters of recommendation, submitted directly by the referees. You must submit your requests to all three of your references as part of the online application. Recommenders will receive a notice via email and will submit their letters accordingly. We do accept letters by post and email (see Application Contacts below). We do not accept letters sent by the candidate unless they are sealed and the seal is proofed in some form (e.g., with the letter writer’s signature over the seal).

Recommendation letters should discuss your overall scholarly ability. Please ask your referees to include specific examples of your academic achievements, your independent thinking, analytical and critical thinking skills; papers and presentations given in their courses; and your merits relative to other students. For international applicants, the letters should also address English proficiency. If recommenders submit their letters via the Graduate School’s online application system, they will be asked to provide class rank information; if they do not submit their letters through this system, they should include this information in the letter itself.

Strong letters of recommendation will provide the department with evidence that you will succeed in the study of African languages and expressive cultures at the graduate level. While we will accept letters from faculty in any discipline, we will give greater weight to letters from faculty whose scholarship is related to the fields we study.

All letters must be received by the 15 December deadline in order for us to consider your application.

**AFTER THE APPLICATION**

Following your application, the Graduate School will provide you with a link and a UW–Madison NetID and account. Use the information to track the progress of your application. Please keep in mind that materials sent by post may take some time to appear on this progress report.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The department automatically considers all applicants for support through teaching assistantships and various UW–Madison fellowships. All admitted students are guaranteed five years of funding, typically in the form of TAships, as long as they are making satisfactory progress. Our top domestic minority students are typically nominated for, and often receive, Advanced Opportunity Fellowships (https://grad.wisc.edu/diversity/oeid/). All domestic students are encouraged to apply for Foreign Language Area Studies (https://flas.wisc.edu/) (FLAS) fellowships. Many of our graduate students also pursue outside funding as their career progresses. Details are listed below.

**TEACHING ASSISTANTSHIPS**

The department regularly funds teaching assistantships for both our language and literature/culture courses. Opportunities and assignments vary by semester. All continuing graduate students in good academic standing must apply by 15 December to be considered for positions for the following academic year. All new applicants are automatically considered. Teaching assistants earn tuition remission, a stipend, and benefits.

Please consult our website (https://african.wisc.edu/programs/teaching-assistantships/) for the most up-to-date information regarding teaching assistantships.

**EBRAHIM HUSSEIN FELLOWSHIP**

The Ebrahim Hussein Endowment for research in African expressive cultures was established in the College of Letters & Science in 2003 thanks to the generosity of Robert M. Philipson, alumnus of the College of Letters & Science (Ph.D.1989). The college will award $7500 each year to one or more full-time graduate students in L&S to carry out research on African expressive cultures in Africa and/or archives outside of the United States. The research must lead to a Ph.D. dissertation, an M.A. thesis, or a publishable-quality paper. Doctoral students may receive up to $7500 each; M.A. level students may receive up to $3,750 each.

**Selection Criteria:**
Excellence of research proposal
- Demonstrated commitment to researching African expressive cultures
- General academic record
- Strong recommendations from faculty
- Timing of the proposed research in relation to degree requirements

**OTHER FUNDING RESOURCES**

The Graduate School provides additional information helpful to graduate students in need of funding.

Find information about:

- Types of funding available ([https://grad.wisc.edu/studentfunding/types/](https://grad.wisc.edu/studentfunding/types/))
- How to search for funding ([https://grad.wisc.edu/studentfunding/steps/](https://grad.wisc.edu/studentfunding/steps/))
- Funding for international students ([https://iss.wisc.edu/students/new-students/funding-scholarships/](https://iss.wisc.edu/students/new-students/funding-scholarships/))

General funding resources on campus ([https://grad.wisc.edu/studentfunding/resources/](https://grad.wisc.edu/studentfunding/resources/)):

- African Studies Graduate Student Summer Fieldwork Award ([http://africa.wisc.edu/?page_id=12507](http://africa.wisc.edu/?page_id=12507))
- Foreign Language Area Studies Fellowships ([https://flas.wisc.edu/](https://flas.wisc.edu/))
- Scott Kloek-Jenson Fellowship ([http://iris.wisc.edu/funding/students/skj/](http://iris.wisc.edu/funding/students/skj/))
- IRIS Graduate Student Summer Fieldwork Award ([http://iris.wisc.edu/funding/students/summer-fieldwork-award/](http://iris.wisc.edu/funding/students/summer-fieldwork-award/))

External funding options ([https://grad.wisc.edu/funding/fellowships/](https://grad.wisc.edu/funding/fellowships/)) (near bottom of the page):

- Gorgias Press ([https://www.gorgiaspress.com/awards/](https://www.gorgiaspress.com/awards/))
- Margaret McNamara Education Grants ([http://www.mmeg.org/programs/](http://www.mmeg.org/programs/))

Research travel awards ([https://grad.wisc.edu/studentfunding/grantscomp/research/](https://grad.wisc.edu/studentfunding/grantscomp/research/)):

- Chateaubriand Fellowship ([https://www.chateaubriand-fellowship.org/](https://www.chateaubriand-fellowship.org/))
- Harvard Society of Fellows ([https://socfell.fas.harvard.edu/about/](https://socfell.fas.harvard.edu/about/))


Conference presentation funds ([https://grad.wisc.edu/studentfunding/grantscomp/conference/](https://grad.wisc.edu/studentfunding/grantscomp/conference/))

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
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<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>45 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>).</td>
</tr>
</tbody>
</table>

**Overall**

| Graduate GPA Requirement | 3.00 GPA required. |
Other Grade Requirements: Ph.D. candidates should maintain a 3.5 GPA in all AFRICAN department courses and may not have any more than two Incompletes on their record at any one time.

Assessments and Examinations
- Doctoral students must pass a preliminary written examination to become dissertators, followed by a dissertation proposal oral defense. After writing the dissertation, candidates must pass an oral defense of the completed dissertation.
- Doctoral students must submit a short statement (2-3 pages) at the end of their third semester, discussing how the courses that they have taken so far, as well as those that they plan to take in the future semester(s), relate to their area of focus and inform their dissertation research and their envisioned career path. The statement should be approved by the advisor, then submitted by the advisor at a faculty meeting for feedback.

Language Requirements
- Ph.D. students must complete one year of an African language beyond second year level.
- Students may petition for an exemption if they have received comparable African language training or have intermediate or higher proficiency in an African language.
- One additional course in a language relevant to the student's doctoral research and/or geographic area of focus, other than English. The language must be chosen in consultation with the director of graduate studies.

Doctoral Minor/ Breadth Requirements
- All doctoral students are required to complete a minor.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
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Four AFRICAN department graduate-level courses: in consultation with the director of graduate studies and/or the dissertation committee chair, each student is expected to define, no later than the third semester, an area of focus within African Cultural Studies, e.g., literature, music, film, critical applied linguistics, drama, critical theory, diaspora studies, new media. Within that area of study, students will take:
- Two AFRICAN graduate seminars
- Two additional courses to be chosen in consultation with the director of graduate studies and/or the dissertation committee chair
- One additional course in a language relevant to the student's doctoral research and/or geographic area of focus, other than English. The language must be chosen in consultation with the director of graduate studies.
- Completion of a Ph.D. minor.

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
Up to 6 credits of prior coursework may be counted toward the Ph.D. with approval.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
No credits from a UW–Madison University Special student career are allowed to count toward the degree.

PROBATION
A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE
All students are required to find a dissertation advisor by the beginning of the third semester in the program. The dissertation committee must consist of at least four members representing more than one graduate program, three of whom must be UW–Madison graduate faculty or former UW–Madison graduate faculty up to one year after resignation or retirement. At least one of the four members must be from outside of the Department and all doctoral committee members must be designated as readers.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
For students who earned an M.A. elsewhere, coursework should be completed in six semesters. By the beginning of the sixth semester, the candidate proceeds to the preliminary examination. A student who has not attempted the written preliminary exam by the beginning of the seventh semester, or passed it by the end of the seventh semester, will leave the program with a terminal M.A. (provided they have at least thirty credits).

For students who earned an M.A. at UW–Madison, coursework should be completed in four semesters. By the beginning of the fourth semester, the candidate proceeds to the preliminary examination. A student who has not attempted the written preliminary exam by the beginning of their
fifth semester, or passed it by the end of the fifth semester, will leave the program.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeesdisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for appeals of program/departmental decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
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- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

n/a

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. (Content) Recognize canonical authors and texts, historical forms, genres, and structures, and recognize aesthetic and cultural concerns in Africa and its diasporas.
2. (Content) Develop in-depth knowledge in a sub-field of specialization within African cultural studies.
3. (Content) Demonstrate their understanding of major theories, approaches, concepts, and current and classical research findings in African and diaspora literary and cultural studies.
4. (Content) Develop a level of proficiency in the different “ways of knowing” Africa and the diaspora through language, literatures, and cultures.
5. (Content) Develop knowledge of a secondary field of research outside the Department of African Cultural Studies.
6. (Research Skills) Understand their own learning processes and possess the capacity to intentionally seek, evaluate, and learn from information, and recognize and reduce bias in their thinking.
7. (Research Skills) Effectively retrieve and comprehend primary sources in English and African languages, and secondary sources from a range of disciplines.
8. (Research Skills) Gain firm knowledge of existing research in their area of specialization and its gaps.
9. (Research Skills) Have an understanding of professional and ethical responsibility with regard to producing original research and working with human subjects.
10. (Communication Skills) Develop or improve speaking, listening, writing, reading skills in an African language, and integrate these skills to communicate effectively.
11. (Communication Skills) Communicate effectively through essays, oral presentations, and discussion, so they may share their knowledge, wisdom, and values with others across social and professional settings.
12. (Communication Skills) Show knowledge of conventional rhetorical strategies, and integrate research by other authors while distinguishing between their own ideas and those of others.
13. (Communication Skills) Write and speak across disciplinary boundaries with regard to existing research about Africa and the diaspora in the humanities and social sciences.
14. (Communication Skills) Demonstrate their ability to organize a book-length project into logical smaller components, so that it can be addressed in depth in a multi-chapter piece of writing.
15. (Analytical Skills) Discuss cultural texts from various theoretical and critical perspectives, formulate ideas and make connections between literary/cultural concepts and themes.
16. (Analytical Skills) Demonstrate command of the terminology and methodology of cultural studies, construct complex arguments, and use primary and secondary sources to support arguments.
17. (Analytical Skills) Articulate the place of their own research in relation to existing research on related topics.

**PEOPLE**

Please visit the African Cultural Studies website (https://african.wisc.edu/people/faculty-and-staff/) for a complete list of faculty, instructional, and academic staff.
AFRO-AMERICAN STUDIES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Afro-American Studies, Doctoral Minor (p. 38)
- Afro-American Studies, M.A. (p. 38)

PEOPLE

Faculty: Professors Greene (chair), Adell, Drewal, Plummer, Thornton, Whitmire; Associate Professor Clark-Pujara; Assistant Professors Brown, Davis, Edmonds, Ifatunji

AFRO-AMERICAN STUDIES, DOCTORAL MINOR

REQUIREMENTS

Candidates for the Ph.D. in other programs may obtain a doctoral minor in Afro-American studies by completing a minimum of 12 graduate credits in the department (http://guide.wisc.edu/courses/afroamer/), of which only 3 may be directed-study credits. Three of the 12 credits must be a seminar course. Advance approval by the candidate’s major advisor is required for the doctoral minor.

PEOPLE

Faculty: Professors Greene (chair), Adell, Drewal, Plummer, Thornton, Whitmire; Associate Professor Clark-Pujara; Assistant Professors Brown, Davis, Edmonds, Ifatunji

AFRO-AMERICAN STUDIES, M.A.

The program in Afro-American studies at the University of Wisconsin—Madison is dedicated to carrying on the vision of the elders and ancestors who devoted themselves to the highest standards of intellectual rigor and to the realization of a vision of true equality and opportunity. Like W.E.B. Du Bois, Anna Julia Cooper, John Hope Franklin, Zora Neale Hurston, and James Porter, the department is committed to bringing the fruits of academic research to the broadest possible audience, within and beyond the walls of the university. The deepest understanding of the complex reality of race in America requires an interdisciplinary approach, one that draws on history and literature, the social sciences, and the arts. Graduate studies are concentrated in three areas:

1. Afro-American Culture (literature, theater history, music and culture, art history, and visual culture);
2. History and Society;
3. Black Women’s Studies

The M.A. program is based on personalized programs of study shaped to meet the needs of individual students, many of whom participate in the “Bridge” programs which enable them to move directly into Ph.D. programs in English (http://www/english.wisc.edu/grad-afroam.htm) or history (https://history.wisc.edu/our-graduate-program/bridge-program/). Program faculty are experts in their fields and work collaboratively to ensure that graduate students are well prepared to either take on further study at the Ph.D. level or careers in teaching, public service, and the private, corporate sector. The program also offers doctoral minors for students in many graduate programs including African languages and literature, art history, communication arts, comparative literature, education, English, history, music, political science, social work, and sociology.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>Fall Deadline</td>
<td>December 15</td>
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</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>May be required in certain cases; consult program.</td>
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<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
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<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
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</tbody>
</table>

The Graduate School (https://grad.wisc.edu/) has an extensive website where you will find information regarding admissions and how to apply (http://guide.wisc.edu/graduate/afro-american-studies/afro-american-studies-ma/apply.grad.wisc.edu) online. It is very important you read all information carefully.

All applicants to our program must meet the University of Wisconsin Graduate School’s admission requirements (https://grad.wisc.edu/admissions/requirements/)

Information regarding fellowships, tuition, housing, cost of living, etc. can be found at financial aid (https://financialaid.wisc.edu/).

Read the application and corresponding instructions carefully. Only the online application and the $75 application fee are sent to the Graduate

AFRO-AMERICAN STUDIES

AFRO-AMERICAN STUDIES, M.A.

The program in Afro-American studies at the University of Wisconsin—Madison is dedicated to carrying on the vision of the elders and ancestors who devoted themselves to the highest standards of intellectual rigor and to the realization of a vision of true equality and opportunity. Like W.E.B. Du Bois, Anna Julia Cooper, John Hope Franklin, Zora Neale Hurston, and James Porter, the department is committed to bringing the fruits of academic research to the broadest possible audience, within and beyond the walls of the university. The deepest understanding of the complex reality of race in America requires an interdisciplinary approach, one that draws on history and literature, the social sciences, and the arts. Graduate studies are concentrated in three areas:

1. Afro-American Culture (literature, theater history, music and culture, art history, and visual culture);
2. History and Society;
3. Black Women’s Studies

The M.A. program is based on personalized programs of study shaped to meet the needs of individual students, many of whom participate in the "Bridge" programs which enable them to move directly into Ph.D. programs in English (http://www.english.wisc.edu/grad-afroam.htm) or history (https://history.wisc.edu/our-graduate-program/bridge-program/). Program faculty are experts in their fields and work collaboratively to ensure that graduate students are well prepared to either take on further study at the Ph.D. level or careers in teaching, public service, and the private, corporate sector. The program also offers doctoral minors for students in many graduate programs including African languages and literature, art history, communication arts, comparative literature, education, English, history, music, political science, social work, and sociology.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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The Graduate School (https://grad.wisc.edu/) has an extensive website where you will find information regarding admissions and how to apply (http://guide.wisc.edu/graduate/afro-american-studies/afro-american-studies-ma/apply.grad.wisc.edu) online. It is very important you read all information carefully.

All applicants to our program must meet the University of Wisconsin Graduate School’s admission requirements (https://grad.wisc.edu/admissions/requirements/)

Information regarding fellowships, tuition, housing, cost of living, etc. can be found at financial aid (https://financialaid.wisc.edu/).

Read the application and corresponding instructions carefully. Only the online application and the $75 application fee are sent to the Graduate
School. Other materials must be sent to the Department of Afro-American Studies.

To apply to the master's program, please upload all documents to Applicant Review

- Official transcript(s) or academic records from each institution attended
  [International academic records must be in the original language accompanied by an official English translation. Documents must be issued by the school with the official seal/stamp and official signatures.]
- Reasons for Graduate Study if you did not include this with your online application to the Graduate School
- A writing sample
- Three (3) letters of recommendation (https://grad.wisc.edu/admissions/faq/)
- If applying, please inform the department of any home/email address changes. This is very important.

The Department of Afro-American Studies does not currently require students to take the Graduate Record Examination (GRE), although we recommend that you do so. Students who do not take the GRE are ineligible for certain types of financial aid. Admission to the department is competitive: the minimum overall GPA required is 3.0 on a 4.0 scale. Students with a GPA above 3.3 are especially encouraged to apply.

Priority will be given to students who have completed undergraduate courses in subjects related to Afro-American history, culture, or society or who have completed an undergraduate major in one of the following fields: Afro-American Studies; a related social science discipline; the humanities.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

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<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://public.my.wisc.edu/web/expanded/">https://public.my.wisc.edu/web/expanded/</a>)</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

**Assessments and Examinations**

In addition to the 24 credits of coursework, students choose one of two options for completion of the degree. Plan A requires the completion of a master's thesis. The purpose of the M.A. thesis is to demonstrate that degree candidates have acquired the knowledge and skills to carry out scholarly writing and research in their discipline, and to advance knowledge in the field itself. Students who plan to earn a Ph.D. are strongly encouraged to choose Plan A for their master's degree. Plan B requires the completion of a final paper followed by an oral defense on a reading list developed in consultation with the student's advisor.

**Language Requirements**

n/a

**REQUIRED COURSES**

Students must take 24 credits of approved graduate coursework and 6 Research and Thesis credits. At least 12 of the course credits must be taken in the Department of Afro-American Studies.
GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
For well-prepared advanced students, the program may accept 9 credits of prior graduate coursework from other institutions towards the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the program’s graduate degree requirements.

UW–Madison University Special
The program may decide to accept up to 9 University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
12 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:
- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Students with an interest in pursuing a Ph.D. in either English or history might be interested in applying to the in English Bridge Programs (http://www.english.wisc.edu/grad-afroam.htm) or History (https://history.wisc.edu/our-graduate-program/bridge-program/), which allow a student who has completed an M.A. in Afro-American studies to move directly into one of those Ph.D. programs.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
LEARNING OUTCOMES

1. To provide students with a thorough understanding of a range of disciplinary approaches to the study of the African American experience in the United States and the African diaspora.
2. To provide students with a foundation in their area of concentration that will enable them to pursue doctoral work in a relevant discipline, especially in the areas of English and history, where we have established Bridge programs with UW departments.
3. To familiarize students with the techniques of effective teaching in multiracial classrooms, including training in dealing with controversial issues and potential racial tensions.

PEOPLE

Faculty: Professors Greene (chair), Adell, Drewal, Plummer, Thornton, Whitmire; Associate Professor Clark-Pujara; Assistant Professors Brown, Davis, Edmonds, Ifatunji

AGRICULTURAL AND APPLIED ECONOMICS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Agricultural and Applied Economics, Doctoral Minor (p. 41)
- Agricultural and Applied Economics, M.S. (p. 41)
- Agricultural and Applied Economics, Ph.D. (p. 50)

PEOPLE

Faculty: Professors Foltz (chair), Barham, Chavas, Coxhead, Deller, Gould, Mitchell, Phaneuf, Provencher, Rutherford, Stiegert; Associate Professors Alix-Garcia, Du, Grainger, Hueth, Schechter, Shi; Assistant Professors Conroy, Dower, Parker, Tjernström; Faculty Associate Dong

AGRICULTURAL AND APPLIED ECONOMICS, DOCTORAL MINOR

Any student enrolled in a UW–Madison doctoral program may pursue a doctoral minor in agricultural and applied economics. Many students take the master’s core courses of A A E 635 Applied Microeconomic Theory, A A E 636 Applied Econometric Analysis I and A A E 637 Applied Econometric Analysis II to gain training in microeconomic theory and econometrics that are designed to develop a set of analytical skills applicable to a wide range of problems in many disciplines, especially the social sciences.

REQUIREMENTS

Graduate students who wish to pursue an Option A external minor in agricultural and applied economics should consult the A A E graduate coordinator or director of graduate studies. Courses should be chosen in consultation with the student’s departmental advisor and submitted for approval to A A E before they are taken. Students may earn a doctoral minor in A A E with 9 credits, if all 9 credits are in graduate-level courses preapproved by A A E. Students are expected to achieve a B or better in all courses used for the minor. Directed study courses do not count toward the minor.

The A A E director of graduate studies certifies the minor on the prelim warrant.

PEOPLE

PROFESSORS
Barham, Bradford
Chavas, Jean-Paul
Coxhead, Ian
Deller, Steven
Foltz, Jeremy
Mitchell, Paul
Phaneuf, Daniel (Chair)
Provencher, R. William
Rutherford, Thomas
Schechter, Laura
Shi, Guanming
Stiegert, Kyle

ASSOCIATE PROFESSORS
Du, Sheldon
Grainger, Corbett
Fletcher, Jason*
Hueth, Brent
Parker, Dominic

ASSISTANT PROFESSORS
Conroy, Tessa*
Dower, Paul
Johnston, Sarah
Mukherjee, Priya
Stevens, Andrew

FACULTY ASSOCIATES
Beach, Jeremy
Berner, Courtney
Dong, Fengxia

LECTURER
Jordan van Rijn

GRADUATE ADVISOR
Mary Treleven

*AAE Affiliate Faculty

AGRICULTURAL AND APPLIED ECONOMICS, M.S.

The Department of Agricultural and Applied Economics offers three graduate degree programs leading to the master of science and doctor of philosophy. Long recognized as one of the top programs
in the nation, the department is an active center of research and graduate training in environmental and natural resource economics, the economic development of low-income countries, agricultural economics, community economics, and more recently, resource and energy demand analysis.

Department faculty are affiliated with a broad range of institutes and centers across the campus, including the Gaylord Nelson Institute for Environmental Studies, the Center for Integrated Agricultural Systems, the University Center for Cooperatives, the Renk Agribusiness Institute, Center for Community Economic Development, and the area studies programs. Each program has its own rich intellectual life of seminars and other activities.

The department provides office space, a lounge, and IT support for its approximately 60 graduate students. The Taylor–Hibbard Club, the department’s graduate student organization, serves as a link between graduate students and the faculty, elects student representatives to department committees, and promotes academic and social activities for its members.

There are three master’s degree programs in the Department of Agricultural and Applied Economics: the M.S. named option Agricultural and Applied Economics (A A E), the M.S. named option Resource and Energy Demand Analysis (REDA), and the M.S. named option Professional Option.

M.S. NAMED OPTION IN AGRICULTURAL AND APPLIED ECONOMICS (P. 43)
The AAE-MS program is a 30-credit master’s degree program intended for students with research and academic interests, especially students who might want to go on for a Ph.D. program in economics of development, agriculture, energy and natural resources, and community development. This program normally takes four semesters to complete. For more information please visit the AAE department website (https://aae.wisc.edu/programs/gradprogram/).

M.S. NAMED OPTION IN RESOURCE AND ENERGY DEMAND ANALYSIS (REDA) (HTTPS://GUIDE.WISC.EDU/GRADUATE/AGRICULTURAL-APPLIED-ECONOMICS/AGRICULTURAL-APPLIED-ECONOMICS-MS/AGRICULTURAL-APPLIED-ECONOMICS-RESOURCE-ENERGY-DEMAND-ANALYSIS-MS/#TEXT)
This one-year program is designed to prepare students for jobs in economics and data analytics for a sustainable future. Industry professionals deliver seminars about their research, supply data for classroom activities, and mentor students via research projects. Our small class size means students get plenty of individual attention from faculty and staff. The cohort nature of our program fosters peer-to-peer learning and a culture of intellectual curiosity. Completion of this fast track master’s program requires 31 credits and does not include a thesis. Learn more (http://guide.wisc.edu/graduate/agricultural-applied-economics/agricultural-applied-economics-ms/agricultural-applied-economics-resource-energy-demand-analysis-ms/).

M.S. NAMED OPTION IN PROFESSIONAL OPTION (P. 47)
This full-time, 15-month, on-campus professional master’s program is designed to prepare students to fill the growing private sector demand for quantitatively-skilled analysts and managers. Students will learn skills in economic reasoning, data management, empirical analysis, and technical communication in order to find analytical positions in governmental, or non-governmental sectors. The curriculum features three semesters and one summer term of core course offerings in econometrics, microeconomic theory, and professional development, along with a capstone practicum class leading to a final professional report. Students take electives to pursue specific interests in AAE’s focus areas of agricultural, development, and environmental and natural resource economics. Learn more. (https://aae.wisc.edu/grad/mspo/)

ADMISSIONS
Students apply to the M.S. in Agricultural and Applied Economics through one of the named options:

• Agricultural and Applied Economics (p. 43)
• Professional Option (p. 47)

FUNDING
GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
M.S. students in agricultural and applied economics can apply for graduate positions listed under students jobs (https://jobs.wisc.edu/).

Students in the Resource and Energy Demand Analysis (REDA) and Professional Option named options are not permitted to accept assistantships or seek dual degrees.

REQUIREMENTS
MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS
CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum Credit</th>
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<tbody>
<tr>
<td>Minimum Graduate Coursework</td>
<td>16 credits</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
</tbody>
</table>

See Named Option for requirement information.
Overall Graduate GPA Requirement
3.00 GPA required.

Other Grade Requirements
See Named Option for requirement information.

Assessments Examinations
See Named Option for requirement information.

Language Requirements
No language requirements.

REQUIRED COURSES
Select a Named Option (p. 43) for courses required.

NAMED OPTIONS
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Agricultural and Applied Economics must select one of the following named options:

View as listView as grid

- AGRICULTURAL AND APPLIED ECONOMICS: AGRICULTURAL AND APPLIED ECONOMICS, M.S. (P. 43)
- AGRICULTURAL AND APPLIED ECONOMICS: PROFESSIONAL OPTION, M.S. (P. 47)

POLICIES
Students should refer to one of the named options for policy information:

- Agricultural and Applied Economics (p. 43)
- Professional Option (p. 47)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates and critiques theories and empirical methods for quantitative analysis relevant to agricultural, environmental, international development, or community economics.
2. Identifies data sources, applies appropriate econometric methodologies, and evaluates quantitative evidence relevant to questions in agricultural, environmental, international development, or community economics.
3. Clearly communicates applied economics issues, methods, and empirical analysis using both written and oral strategies.
4. Recognizes and applies principles of ethical, collegial and professional conduct.

PEOPLE

PROFESSORS
Barham, Bradford
Chavas, Jean-Paul
Coxhead, Ian
Deller, Steven
Foltz, Jeremy
Mitchell, Paul
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Mary Treleven

*AAE Affiliate Faculty

AGRICULTURAL AND APPLIED ECONOMICS: AGRICULTURAL AND APPLIED ECONOMICS, M.S.
This is a named option within the Agricultural and Applied Economics M.S. (p. 41)

The master of science includes 30 credits of coursework. This program normally takes 4 semesters to complete, and is ideal for students interested in applying to a PhD program in Economics or Applied Economics. For more information please visit the A A E department website (https://aae.wisc.edu/programs/gradprogram/).
ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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For details on the Agricultural and Applied Economics M.S. application process, please visit:

To Apply (https://aae.wisc.edu/apply/)

For more information on the AAE M.S. degree please contact:

Mary Treleven
Graduate Program Coordinator
mtreleven@wisc.edu
Phone: 608-262-9489

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

M.S. students in the Agricultural and Applied Economics named option can apply for graduate positions listed under students jobs (https://jobs.wisc.edu/).

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

Face to Face  | Evening/Weekend  | Online  | Hybrid  | Accelerated
---           | ---             | ---     | ---     | ---
Yes          | No              | No      | No      | No

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

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</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn grades of B or above in all core curriculum coursework.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>If a student chooses to write the optional thesis they must get approval for a research topic that is defended in an oral examination.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>
REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>A A E 635</td>
<td>Applied Microeconomic Theory</td>
<td>3</td>
</tr>
<tr>
<td>A A E 636</td>
<td>Applied Econometric Analysis I</td>
<td>3</td>
</tr>
<tr>
<td>A A E 637</td>
<td>Applied Econometric Analysis II</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Economic Analysis</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>At least 9 credits of Agricultural and Applied Economics taught at the 500 level or above</td>
<td></td>
</tr>
<tr>
<td></td>
<td>At least 6 credits of Agricultural and Applied Economics taught at the 400 level or above</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Other Coursework</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>6 credits at the 300-level or above in any department (including Agricultural and Applied Economics). These credits may include independent study.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Credits</td>
<td>30</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION–SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
Up to 7 credits from a UW–Madison undergraduate degree numbered 300 or above are allowed to count toward the degree, with petition from student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

The A A E Graduate Faculty Committee makes decisions regarding student progress.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

A full-time student is expected to complete the M.S. in A A E in two years. The program can be completed part-time but must be completed in five years.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate,
may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

**OTHER**

n/a

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PEOPLE**

**PROFESSORS**

Barham, Bradford
Chavas, Jean-Paul
Coxhead, Ian
Deller, Steven
Foltz, Jeremy
Mitchell, Paul
Phaneuf, Daniel (Chair)
Provencher, R. William
Rutherford, Thomas
Schechter, Laura
Shi, Guanming
Stiegert, Kyle

**ASSOCIATE PROFESSORS**

Du, Sheldon
Grainger, Corbett
Fletcher, Jason*
Hueth, Brent
Parker, Dominic

**ASSISTANT PROFESSORS**

Conroy, Tessa*
Dower, Paul
Johnston, Sarah
Mukherjee, Priya
Stevens, Andrew

**FACULTY ASSOCIATES**

Beach, Jeremy
Berner, Courtney
Dong, Fengxia

**LECTURER**

Jordan van Rijn

**GRADUATE ADVISOR**

Mary Treleven

*AAE Affiliate Faculty
AGRICULTURAL AND APPLIED ECONOMICS: PROFESSIONAL OPTION, M.S.

This is a named option in the Agricultural and Applied Economics M.S. (p. 41)

The Agricultural and Applied Economics Professional Option (MSPO) program is a full-time, 15-month, accelerated professional master’s program designed to meet the growing private sector demand for quantitatively-skilled analysts and managers. Please visit the AAE MS AAE Professional Option (https://aae.wisc.edu/grad/mspo/) website for more information.

Other options are REDA (https://reda.aae.wisc.edu/) and the AAE MS Traditional Option (https://aae.wisc.edu/grad/masters/).

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

Requirements | Detail
--- | ---
Fall Deadline | March 15
Spring Deadline | This program does not admit in the spring.
Summer Deadline | May 1
GRE (Graduate Record Examinations) | Required.
English Proficiency Test | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/#english-proficiency).
Other Test(s) (e.g., GMAT, MCAT) | n/a
Letters of Recommendation | Required

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

AAE has limited scholarships for Professional Option students. Applications will be reviewed for admission and funding with the initial application.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Note: The major is currently non-admitting. Students are admitted through one of the named options (sub-majors) below (p. ).

Requirements | Detail
--- | ---
Minimum Credit Requirement | 30 credits
Minimum Residence Credit Requirement | 16 credits
Minimum Graduate Coursework Requirement | Half of degree coursework (15 out of 30 total credits) must be completed in courses numbered 700 or higher
Overall Graduate GPA Requirement | 3.00 GPA required.
Agricultural and Applied Economics: Professional Option, M.S.

Assessments: n/a
Examinations: n/a
Language Requirements: No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 - Fall Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A A E 771</td>
<td>Microeconomics of Resources and Energy: Theory to Practice</td>
<td>3</td>
</tr>
<tr>
<td>A A E 636</td>
<td>Applied Econometric Analysis I</td>
<td>3</td>
</tr>
<tr>
<td>A A E 721</td>
<td>Professional Communication of Applied Economic Analysis</td>
<td>1</td>
</tr>
<tr>
<td>Choose from the list of electives:</td>
<td>3+</td>
<td></td>
</tr>
<tr>
<td>A A E/ECON 526</td>
<td>Quantitative Methods in Agricultural and Applied Economics</td>
<td></td>
</tr>
<tr>
<td>A A E/M H R 540</td>
<td>Intellectual Property Rights, Innovation and Technology</td>
<td></td>
</tr>
<tr>
<td>A A E 777</td>
<td>Survey and Sample Design in Applied Economics</td>
<td></td>
</tr>
<tr>
<td>Year 1 - Spring Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A A E 772</td>
<td>Applied Econometrics of Resource and Energy Demand</td>
<td>4</td>
</tr>
<tr>
<td>A A E 706</td>
<td>Applied Risk Analysis</td>
<td>3</td>
</tr>
<tr>
<td>A A E 720</td>
<td>Seminar in Quantitative and Applied Economics</td>
<td>1</td>
</tr>
<tr>
<td>Choose from the list of electives:</td>
<td>3+</td>
<td></td>
</tr>
<tr>
<td>A A E 641</td>
<td>Foundations of Agricultural Economics</td>
<td></td>
</tr>
<tr>
<td>A A E 642</td>
<td>Foundations of Development Economics</td>
<td></td>
</tr>
<tr>
<td>A A E 643</td>
<td>Foundations of Environmental and Natural Resource Economics</td>
<td></td>
</tr>
<tr>
<td>A A E 637</td>
<td>Applied Econometric Analysis II</td>
<td></td>
</tr>
<tr>
<td>A A E/ECON/ENVIR ST/URB R PL 671</td>
<td>Energy Economics</td>
<td></td>
</tr>
<tr>
<td>A A E/ECON/F&amp;W ECOL 531</td>
<td>Natural Resource Economics</td>
<td></td>
</tr>
<tr>
<td>Year 1 - Summer Semester (8 weeks)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A A E 722</td>
<td>Machine Learning in Applied Economic Analysis</td>
<td>4</td>
</tr>
<tr>
<td>Year 2 - Fall Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A A E 723</td>
<td>Professional Development Seminar</td>
<td>1</td>
</tr>
<tr>
<td>A A E 724</td>
<td>Practicum for Applied Economists</td>
<td>4</td>
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<td>Choose from the list of electives:</td>
<td>3+</td>
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</tr>
<tr>
<td>A A E 375</td>
<td>Special Topics</td>
<td>1-4</td>
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<tr>
<td>A A E/ECON 526</td>
<td>Quantitative Methods in Agricultural and Applied Economics</td>
<td></td>
</tr>
<tr>
<td>A A E/M H R 540</td>
<td>Intellectual Property Rights, Innovation and Technology</td>
<td></td>
</tr>
<tr>
<td>A A E 777</td>
<td>Survey and Sample Design in Applied Economics</td>
<td></td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
Students are allowed to count up to 6 credits from other institutions.

UW–Madison Undergraduate
Up to 6 credits from a UW-Madison undergraduate degree are allowed to count toward the MS degree.

UW–Madison University Special
Students are allowed to count 15 credits of course work numbered 300 or above taken as a UW-Madison University Special student toward the MS-Professional Option.

Course work earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISEOR / COMMITTEE

The A A E Graduate Faculty Committee makes decisions regarding student progress.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

A full-time student is expected to complete the M.S. in Agricultural and Applied Economics in two years. The program can be completed part-time but must be completed in five years.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
...
Graduate students select courses from among the department's advanced offerings in these areas. Active department seminar and workshop series complement formal classroom instruction. In addition, nearly all students work as graduate research assistants on projects with individual faculty members. Faculty and students carry out research in virtually every region of the globe, with Latin America, Southeast Asia, and sub-Saharan Africa as the areas of strongest geographical concentration.

While members of the faculty define themselves professionally in terms of the areas of applied economics within which they work, the graduate programs are predicated on the notion that good applied economic analysis requires rigorous and thorough training in economic theory and econometrics. The Ph.D. curriculum is grounded in comprehensive training in economic theory and econometrics and relies on the doctoral core in theory and econometrics offered by Wisconsin's outstanding economics program. When matched with the department's applied courses, which teach students how to use advanced methods to conceptualize and answer contemporary economic problems, this strong core training prepares students for a variety of challenging careers. A A E graduates have taken positions (https://aae.wisc.edu/grad/placement/) in academic research and teaching; economic consulting in the private sector; and economic staffing in public agencies and nongovernmental organizations at the local, state, national, or international level. A majority of the department's Ph.D. graduates take faculty positions at universities and colleges.

Department faculty are affiliated with a broad range of institutes and centers across the campus, including the Gaylord Nelson Institute for Environmental Studies, the Center for Integrated Agricultural Systems, the University Center for Cooperatives, the Renk Agribusiness Institute, Center for Community Economic Development, and the international area studies programs. Each program has its own rich intellectual life of seminars and other activities.

The department provides student office space, a lounge, and IT support for its approximately 80 graduate students. The Taylor–Hibbard Club, the department's graduate student organization, serves as a link between graduate students and the faculty, elects student representatives to department committees, and promotes academic and social activities for its members.
English Proficiency Test
Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required
3

For details on the agricultural and applied economics Ph.D. application process, please visit:

To Apply (https://aae.wisc.edu/apply/)

For more information on the A A E Ph.D. degree please contact:

Mary Treleven
Graduate Program Coordinator
mtreleven@wisc.edu (http://guide.wisc.edu/graduate/agricultural-applied-economics/agricultural-applied-economics-ms/mtreleven@wisc.edu)
Phone: 608-262-9489

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
The department offers a number of research assistantships, and students have competed well for university-wide fellowships. The department’s students have also received nationally competitive fellowships and research grants from the National Science Foundation, the Social Science Research Council, the Fulbright programs, and others. New students applying for the Ph.D. who wish to be reviewed for the university fellowship competition must complete their applications by December 15.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail
Minimum Credit Requirement 51 credits
Minimum Residence Credit Requirement 32 credits
Minimum Graduate Coursework Requirement Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.
Overall Graduate GPA Requirement 3.00 GPA required.
Other Grade Requirements Grades of B or above in core curriculum coursework.
Assessments and Examinations Preliminary examinations are required in microeconomic theory and a major field. The microeconomic theory prelim is administered and graded by the faculty in Economics. Students receiving grades of B or better in the microeconomic theory core can choose not to sit for the prelim. The major field prelim is administered and graded by the A A E faculty. The Ph.D. also requires a dissertation. Students must make oral defense of dissertation.
Language Requirements No language requirements.
Doctoral Minor/ Breadth Requirements All doctoral students are required to complete a 9-credit minor.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 711</td>
<td>Economic Theory-Microeconomics Sequence</td>
<td>3</td>
</tr>
<tr>
<td>ECON 713</td>
<td>Economic Theory: Microeconomics Sequence</td>
<td>3</td>
</tr>
<tr>
<td>ECON 712</td>
<td>Economic Theory-Macroeconomics Sequence</td>
<td>3</td>
</tr>
<tr>
<td>or ECON 714</td>
<td>Economic Theory; Macroeconomics Sequence</td>
<td></td>
</tr>
</tbody>
</table>
Statistics and Econometrics

ECON 709 & ECON 710 Economic Statistics and Econometrics I and Economic Statistics and Econometrics II

Major Field 9

Complete one of the following fields:

Community Economics
Choose 9 credits in consultation with advisor.

International Development

A A E 642 Foundations of Development Economics
A A E 730 Frontiers in Development Economics 1
A A E 731 Frontiers in Development Economics 2

Economics of Agriculture

A A E 641 Foundations of Agricultural Economics
A A E 746 Frontiers in Agricultural Economics 1
A A E/ECON 747 Frontiers in Agricultural Economics 2

Environmental and Resource Economics

A A E 643 Foundations of Environmental and Natural Resource Economics
A A E 760 Frontiers in Environmental and Natural Resource Economics 1
A A E 762 Frontiers in Environmental and Natural Resource Economics 2

Minor Field 9

Students take 9 credits in either an external or distributed doctoral minor.

Total Credits 33

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior Coursework

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 18 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison Undergraduate
No credits from the UW-Madison undergraduate degree are allowed to count toward the degree.

UW-Madison University Special
With program approval students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW-Madison University Special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

Probation

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

Advisor / Committee

Every graduate student is assigned to a faculty member advisor. To ensure that students are making satisfactory progress toward a degree, students are expected to meet with their advisor at least once a semester.

Credits Per Term Allowed

15 credits

Time Constraints

Students must pass the microeconomic theory requirement before the beginning of year 3. Students must finish all required coursework and pass the major field exam before the beginning of year 4. Students must defend a dissertation proposal before the end of the first semester of year 4.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Grievances and Appeals

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness. To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.

c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.

d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
Funding packages are offered to selected Ph.D. applicants.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
The Department of Agricultural and Applied Economics invites applied economists to participate in a seminar series. Students get various presentation opportunities to present their latest research in department and student seminars. All students are required to take a research colloquium which helps students develop their dissertation proposal and plan for their job search. Faculty provide mock interviews and detailed feedback on interviewing skills. A E placement (https://aee.wisc.edu/grad/placement/) information is on the department website.

LEARNING OUTCOMES
1. Articulates and critiques theories and empirical methods to address research issues in agricultural, environmental, international development, or community economics.
2. Identifies data sources, applies appropriate econometric methodologies, and evaluates quantitative evidence relevant to questions in agricultural, environmental, international development, or community economics.

3. Creates scholarship that makes a substantive contribution to the chosen major field and/or to society.

4. Clearly communicates applied economics issues, methods, and empirical analysis using both written and oral strategies.

5. Recognizes and applies principles of ethical, collegial and professional conduct.

PEOPLE

PROFESSORS
Barham, Bradford
Chavas, Jean-Paul
Coxhead, Ian
Deller, Steven
Foltz, Jeremy
Mitchell, Paul
Phaneuf, Daniel (Chair)
Provencher, R. William
Rutherford, Thomas
Schechter, Laura
Shi, Guanming
Stiege, Kyle

ASSOCIATE PROFESSORS
Du, Sheldon
Grainger, Corbett
Fletcher, Jason*
Hueth, Brent
Parker, Dominic

ASSISTANT PROFESSORS
Conroy, Tessa*
Dower, Paul
Johnston, Sarah
Mukherjee, Priya
Stevens, Andrew

FACULTY ASSOCIATES
Beach, Jeremy
Berner, Courtney
Dong, Fengxia

LECTURER
Jordan van Rijn

GRADUATE ADVISOR
Mary Treleven

*AAE Affiliate Faculty

AGRICULTURAL AND LIFE SCIENCES - COLLEGE-WIDE

- Agroecology, M.S. (p. 54)
- Biometry, M.S. (p. 58)
- Development, Ph.D. (p. 62)
- Plant Breeding and Plant Genetics, Doctoral Minor (p. 66)
- Plant Breeding and Plant Genetics, M.S. (p. 67)
- Plant Breeding and Plant Genetics, Ph.D (p. 71)

AGROECOLOGY, M.S.

Created in 2007, the Agroecology M.S. program at UW–Madison trains students to research and analyze agricultural systems within a broader environmental and socioeconomic context. Key to this endeavor is interdisciplinary expertise, which the agroecology program achieves through working with affiliated faculty members from nearly 20 departments across campus.

A typical cohort consists of 8–12 incoming students with diverse backgrounds and undergraduate majors. Agroecology M.S. students work with faculty on focused projects across a wide range of the traditional departments of the academy. Our core curriculum brings together these students for a multidisciplinary, agroecological analysis of agricultural systems in a broadened context.

The agroecology program is supported by the interdisciplinary agroecology cluster, which hired three faculty members in 2002: Michael Bell in community and environmental sociology, Claudio Gratton in entomology, and Randall Jackson in agronomy. These faculty, all still active in the program, were the catalyst for what is now a group of more than 50 faculty affiliates who advise agroecology students and participate in program governance.

The cluster concept is an innovation of the University of Wisconsin in which a core group of faculty is hired into an interdisciplinary area, but have tenure homes in traditional departments.

PROGRAM TRACKS

- The public practice track trains facilitators to enable broader discussion and negotiation at the interfaces of agriculture and other sectors of society. The goal of this “action-in-society” track is to train analysts to increase understanding about the roles of agricultural systems in multi-functional landscapes, and the public policy that shapes these roles.
- The research track addresses the need for continued research and scholarship in order that discussions and negotiations are well informed. Students will have the opportunity to obtain experience in the scholarship of original research, culminating in the writing of a thesis.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.
Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

### REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3 Required</td>
</tr>
</tbody>
</table>

**ADMISSIONS AND FREQUENTLY ASKED QUESTIONS**

The agroecology program accepts students from a wide range of undergraduate majors, not limited to the social and natural sciences. Because the admissions process is highly competitive, applicants should have a record of strong grades, agroecology-relevant interests and experience, and a commitment to learning in a multidisciplinary program. The deadline for fall semester applications is December 15. Inquiries at other times may be considered.

The initial application process is outlined below. Prospective students should keep in mind, however, that this document-based application is only the first step in the admissions process. Students who are deemed admissible on the merits of these documents must then identify an academic advisor and a plan for funding to be fully admitted. The agroecology program will assist students in this endeavor. More information on the process of seeking out funding and an advisor is available in the program’s Student Handbook ([https://agroecology.wisc.edu/documents/agroecology-handbook/](https://agroecology.wisc.edu/documents/agroecology-handbook/)). Students who are interested in applying should contact the program administrator.

**SUBMIT THE FOLLOWING TO THE UW–MADISON GRADUATE SCHOOL:**

- Online application and application fee.
- International applicants whose native language is not English are required to take the TOEFL or IELTS. All test scores must be submitted electronically by the Educational Testing Service to UW–Madison (ETS code 1846). Copies or faxes cannot be accepted.
- Three letters of recommendation. When completing the online application, submit the names and email addresses of three people who will provide letters of recommendation. They will receive instructions on how to upload their letters.
- Electronically, a one-page Statement of Purpose. In the statement, students should describe their interests and goals and which UW–Madison faculty members they would like to work with. In addition, students should indicate if they intend to pursue a Ph.D. degree after completing the master’s in agroecology. Although funding isn’t guaranteed, some fellowships require that students intend to continue at the Ph.D. level.
- Electronically, a curriculum vitae.
- An official copy of transcripts for all undergraduate work (and graduate, if relevant). Many schools are able to send electronic versions of official transcripts directly to the Graduate School. For the initial application, an unofficial version will suffice but must be followed with an official transcript.

Frequently asked questions regarding the graduate program are available on the agroecology website ([https://agroecology.wisc.edu/apply/](https://agroecology.wisc.edu/apply/)).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Accelerated</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail
Minimum Credit Requirement 34 credits
Minimum Residence Credit Requirement 16 credits
Minimum Graduate Coursework Requirement 23 out of 34 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://public.my.wisc.edu/web/expanded/). Please refer to Agroecology Learning Plans.

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements Students must earn a B or above in all core curriculum coursework.

Assessments and Examinations The research track requires a formal thesis and public defense; the public practice track requires a comprehensive report and public presentation.

Language Requirements No language requirements.

REQUIRED COURSES

Research Track 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGROECOL 720</td>
<td>Agroecology Field Study</td>
<td>1</td>
</tr>
<tr>
<td>AGROECOL 701</td>
<td>The Farm as Socio-Environmental Endeavor</td>
<td>3</td>
</tr>
<tr>
<td>AGROECOL 702</td>
<td>The Multifunctionality of Agriculture</td>
<td>3</td>
</tr>
<tr>
<td>AGROECOL 710</td>
<td>Agroecology Seminar 2</td>
<td>3</td>
</tr>
</tbody>
</table>

Cross Training Electives

Students will select courses to fulfill their cross-training electives in the categories below. Per Graduate School requirements, at least 5 of the 12 cross training electives must be from UW-Madison at the 700 level or above OR from UW-Madison courses in the 300-699 range that have the “graduate attribute.” By time of graduation, the student will have taken courses in:

Ecology

The following are examples of courses in this category:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BOTANY/ F&amp;W ECOL/ ZOOLOGY 460</td>
<td>General Ecology</td>
</tr>
<tr>
<td>ENVIR ST 506</td>
<td>Modeling and Analysis of Environmental Systems</td>
</tr>
<tr>
<td>AGRONOMY/ BOTANY/ SOIL SCI 370</td>
<td>Grassland Ecology</td>
</tr>
</tbody>
</table>

Social Science

The following are examples of courses in this category:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>C&amp;E SOC or A A E courses on food systems, agricultural technology, the agricultural environment, or agricultural policy</td>
<td></td>
</tr>
</tbody>
</table>

Data Analysis

The following are examples of courses in this category:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate-level GIS, statistics, or qualitative methods course</td>
<td></td>
</tr>
</tbody>
</table>

Agricultural Science

The following are examples of courses in this category:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGRONOMY 300</td>
<td>Cropping Systems</td>
</tr>
<tr>
<td>SOIL SCI 301</td>
<td>General Soil Science</td>
</tr>
</tbody>
</table>

Research and Thesis

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGROECOL 990</td>
<td>Research</td>
<td>12</td>
</tr>
</tbody>
</table>

Total Credits 34

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 The AGROECOL 710 Agroecology Seminar is offered both fall and spring semester for 1 credit. Students are encouraged to enroll every semester, but must complete at least 3 credits.

Public Practice Track 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>AGROECOL 720</td>
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<td>The Multifunctionality of Agriculture</td>
<td>3</td>
</tr>
<tr>
<td>AGROECOL 710</td>
<td>Agroecology Seminar 2</td>
<td>3</td>
</tr>
</tbody>
</table>

Cross Training Electives

Students will select courses to fulfill their cross-training electives in each of the four categories below. Per Graduate School requirements, at least 11 of the 18 cross-training electives must be UW–Madison courses at the 700 level or above OR from UW–Madison courses in the 300–699 range that have the “graduate attribute.” By time of graduation, the student will have taken courses in:

Ecology

The following are examples of courses in this category:

<table>
<thead>
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<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BOTANY/ F&amp;W ECOL/ ZOOLOGY 460</td>
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<tr>
<td>AGRONOMY/ BOTANY/ SOIL SCI 370</td>
<td>Grassland Ecology</td>
</tr>
</tbody>
</table>

Social Science

The following are examples of courses in this category:

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<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>C&amp;E SOC or A A E courses on food systems, agricultural technology, the agricultural environment, or agricultural policy</td>
<td></td>
</tr>
</tbody>
</table>

2 The AGROECOL 710 Agroecology Seminar is offered both fall and spring semester for 1 credit. Students are encouraged to enroll every semester, but must complete at least 3 credits.
The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

GRADUATE SCHOOL POLICIES

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. The AGROECOL 710 Agroecology Seminar is offered both fall and spring semester for 1 credit. Students are encouraged to enroll every semester, but must complete at least 3 credits.

Community Process

The following are examples of courses in this category:

- PUB AFFR/ POLI SCI/ URB R PL 874: Policy-Making Process
- URB R PL/A A E/ REAL EST 520: Community Economic Analysis
- URB R PL 814: Environmental and Alternative Dispute Resolution in Planning

Agricultural Science

The following are examples of courses in this category:

- AGRONOMY 300: Cropping Systems
- SOIL SCI 301: General Soil Science

Project

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGROECOL 990</td>
<td>Research</td>
<td>6</td>
</tr>
</tbody>
</table>

Total Credits: 34

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

CREDITS PER TERM ALLOWED

15 credits

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, up to 7 credits from UW–Madison numbered 300 or above are allowed to count toward the degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).
We hope and believe that most issues can be resolved through careful communication – see program handbook section about student-advisor relations. If issues arise, several additional paths are possible:

- if the issue involves another student, staff, or faculty member other than advisor, the starting point should be clear presentation of the facts and discussion with your advisor;
- elected student representatives and our student services coordinator may be able to facilitate discussions and/or serve as allies, particularly in presenting issues to faculty;
- the program chair can be an informal resource to resolve student-faculty issues, including finding a new advisor if differences appear to be irreconcilable;
- if the issue involves the program chair, it may be helpful to discuss the issue with a department chair, either the chair of the advisor’s department or the chair of the program chair’s department;
- the program has an annual listening session and other forums for students to talk with program leaders to identify broad issues affecting multiple students.

On occasion, issues may arise that require a more formal process. The purpose of our Grievance Policy is to make this option clear. For the purposes of this policy, a grievance is a written complaint identifying an alleged violation of a specific university or program policy. An appeal is a request to higher authority that a grievance decision be reversed. The Graduate School is the ultimate arbiter of such grievances and appeals, unless these involve other issues such as hostile and intimidating behavior (https://hr.wisc.edu/hib/), sexual harassment (https://compliance.wisc.edu/wp-content/uploads/sites/102/2018/01/UW-Madison-Policy-on-Sexual-Harassment-And-Sexual-Violence-January-2018.pdf), or illegal activities (https://uwpd.wisc.edu/about-uwpd/contact-uwpd/). Additional information about reporting the latter problems can be found at central policies and resources (https://kb.wisc.edu/images/group359/97188/Grievance-RelatedResourcesforStudents-draft.docx).

If a student believes it is necessary to file a grievance, the following steps will be used:

1. Write a report describing the basis for the grievance. To the extent feasible, document the circumstances that have given rise to it, what the current situation is, and any options you are aware of that have been or could be pursued.

2. Submit the report to an appropriate responsible party (report recipient). This will be the program chair unless the grievance involves the program chair, in which case it can be submitted to the department chair of the student’s advisor, the CALS Associate Dean for Academic Affairs (https://cals.wisc.edu/academics/) or the Dean of Students (https://doso.students.wisc.edu/).

3. Within 15 working days, the report recipient will meet with the student and the person or people named in the grievance to ascertain facts to the extent feasible (this may take place separately or together).

4. Within another 15 working days, the report recipient will propose a resolution to the issue.

5. If recommendations are accepted by all parties, the report recipient will follow up after 30 days to determine if appropriate actions have occurred.

6. If recommendations are not satisfactory to the student, the case may be appealed to the Graduate School as specified by the Graduate School Appeals Process. (https://grad.wisc.edu/documents/grievances-and-appeals/)

OTHER

All students must have full funding. Please contact the program administrator.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Analyze tradeoffs of different agricultural systems embedded within the greater complexity of socio-ecological systems.

2. Consider and synthesize concepts of systems, ecology, and public process.

3. Learn to engage in careful consideration of the social, economic, and environmental outcomes of different industrial and biological processes.

4. Understand the potential of inclusive participatory processes in research and analysis of agroecological systems.

5. Recognize and apply principles of ethical and professional conduct in their coursework, research, and communications in the field of agroecology.

PEOPLE

Agroecology faculty (https://agroecology.wisc.edu/people/faculty/)

BIOMETRY, M.S.

Admissions to the Biometry M.S. have been suspended as of fall 2021 and will be discontinued as of fall 2023. If you have any questions, please contact the department.

Biometry is the development and application of statistical methods to biological problems. At the University of Wisconsin, biometry refers to this application to problems from plant, animal and agricultural biology. (Biostatistics denotes this application to human biology.) The biometry program is an M.S. degree program in the field of biometry.

The program is interdisciplinary, providing formal course work in statistics and biology, consulting experience, and supervised research combining the two areas. Students completing the program will understand biological processes and have the ability to apply and extend a broad range of statistical concepts and techniques to biological problems. This integration of statistics and biology is the distinguishing feature of the program. The biometry program is distinct from the M.S. statistics program in its interdisciplinary emphasis and corresponding reduced depth in statistics. (Students interested in training with statistical consulting as the primary focus should apply for the M.S. in statistics through the statistics department.)
The biometry program is intended for two groups of students:

1. students simultaneously working toward or intending to work toward a Ph.D. in a biological discipline and
2. non-Ph.D. students.

Students who complete the M.S. in Biometry and the Ph.D. in a biological science should be at the forefront of quantitative biological research. Students who stop with the M.S. in Biometry, possibly obtaining another M.S. in a biological science concurrently, will be well suited for positions with industry or government focused on quantitative biological research.

ADMISSIONS

Admissions to the Biometry M.S. have been suspended as of fall 2021 and will be discontinued as of fall 2023. If you have any questions, please contact the department.

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>March 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>November 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td></td>
</tr>
<tr>
<td>GRE (Graduate Record</td>
<td>Required.</td>
</tr>
<tr>
<td>Examinations)</td>
<td></td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Prospective students may apply for admission to the biometry program without application to any other program. Prospective students may also apply simultaneously with application to another program or after admission into another program. It is anticipated that most students enrolled in the biometry program will be enrolled concurrently in another program.

Acceptance of a prospective student by a statistical and biological co-advisor, who should be identified at the time of application, is necessary for admission into the Program and input from prospective co-advisors will be sought in the admissions process. It is expected that most students will be supported through a biological department or program or with their own funds. Opportunity for financial support through the program is extremely limited.

Applicants to the M.S. program should have completed the following prerequisites:

1. undergraduate calculus (MATH 221 Calculus and Analytic Geometry 1, MATH 222 Calculus and Analytic Geometry 2, and MATH 234 Calculus—Functions of Several Variables or equivalent);
2. a course in statistics (HORT/F&W ECOL/STAT 571 Statistical Methods for Biosciences I and STAT/F&W ECOL/HORT 572 Statistical Methods for Biosciences II or equivalent one year sequence);
3. background courses in biology (e.g., BOTANY/BIOLOGY 130 General Botany, ZOOLOGY/BIOLOGY 101 Animal Biology & ZOOLOGY/BIOLOGY 102 Animal Biology Laboratory, BIOLOGY/BOTANY/ZOOLOGY 151 Introductory Biology & BIOLOGY/BOTANY/ZOOLOGY 152 Introductory Biology).

The background courses in biology are a bare minimum; it is anticipated that almost all successful applicants will have a strong background in some area of biological science. Under extenuating circumstances, students may appeal to the Biometry Executive Committee for exemptions to prerequisites or requirements.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
<td></td>
</tr>
<tr>
<td>Credit Requirement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minimum</td>
<td>16 credits</td>
<td></td>
</tr>
<tr>
<td>Residence Credit Requirement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minimum</td>
<td>At least half of degree coursework (15 credits out of 30 total credits) must be completed in statistics courses numbered 600 or above (which the statistics department considers to be graduate courses).</td>
<td></td>
</tr>
<tr>
<td>Graduate Coursework Requirement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overall</td>
<td>3.00 GPA required.</td>
<td></td>
</tr>
<tr>
<td>Graduate GPA Requirement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Language Requirements</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

No language requirements.

REQUIRED COURSES

Required Coursework

Intro Math Stat, completed using one of the following sequences: 6

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/MATH 309 &amp; STAT/ MATH 310</td>
<td>Introduction to Probability and Mathematical Statistics I and Introduction to Probability and Mathematical Statistics II</td>
<td>6</td>
</tr>
<tr>
<td>STAT 311 &amp; STAT 312</td>
<td>Introduction to Theory and Methods of Mathematical Statistics I and Introduction to Theory and Methods of Mathematical Statistics II</td>
<td>6</td>
</tr>
<tr>
<td>Or equivalent one-year sequence</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Statistics 600+ 6

Students choose graduate-level courses numbered above 600. 1

Statistics 500+ 3

Students choose graduate-level courses numbered above 500. 2

Biological 3

Consulting Experience

STAT 699 Directed Study 4

Research 5

Total Credits 30

1 Excluding STAT/B M I 641 Statistical Methods for Clinical Trials, STAT 698 Directed Study, STAT 699 Directed Study, and STAT 990 Research.
2 Excluding STAT/F&W ECOL/HORT 571 Statistical Methods for Bioscience I, STAT/F&W ECOL/HORT 572 Statistical Methods for Bioscience II, STAT 698 Directed Study, and STAT 990 Research. Credits from suitable quantitative courses taught in other (non-biological) departments (e.g., mathematics) may be substituted.
3 Excluding introductory statistics courses and research. Other criteria are that at least six credits are taken in a single discipline or in closely related disciplines, at least six credits are taken at the 700 level and above or in courses specifically designated as graduate courses, and a maximum of three credits are obtained in statistically oriented courses (e.g., AGRONOMY/HORT 811 Biometrical Procedures in Plant Breeding).
4 Students must complete 3 credits of STAT 699 Directed Study by consulting in two ways: (1) students may complete hours in one of several approved campus statistically related consulting services (e.g., the CALS Statistical Consulting Facility, Data Science Hub, Social Science Computing Cooperative or other as approved by Biometry program chair) or (2) students may complete hours through a project with an individual PI that is approved by the Biometry program chair. This consists of supervised consulting and will provide exposure to statistical issues surrounding a broad range of problems in biology, provide awareness of practical issues such as experiment management, data collection, data recording, etc., and provide experience assisting others in designing experiments and analyzing data. Three credits are roughly equivalent to a single project that can be completed in one semester, and involves about 135 hours of effort, including meetings with consulting clients, background research, data analyses, etc.
5 Each student must complete a project that represents an original contribution to biometry. Examples of such contributions may include a novel analysis of some interesting biological data, the creation and evaluation of a useful experimental design, or the development and/or comparison of statistical methods. The project results are to be presented in a manuscript with emphasis on the integration of statistics and science. The manuscript should be of a quality that can lead to a publication. Students may fulfill this project/manuscript requirement, which is not formally deposited with the Graduate School, by submitting a manuscript to and having an oral examination with their two co-advisors and a third faculty member from an applied area of scholarship. This may be accomplished in several ways: First, students who are also pursuing a PhD may use methodology or data analysis sections of their dissertation to fulfill this requirement. In this case, the Biometry MS oral examination may be concurrent with or at a similar time to the dissertation oral defense to satisfy this requirement. Second, for a student seeking a double M.S., a joint project report and oral examination by their Biometry MS committee would satisfy this requirement. Third, students may complete an independent project and manuscript and have their oral examination to satisfy this requirement. This requirement will be formalized by enrolling in at least three credits of “Research” (e.g. STAT 990 Research or in another department (e.g. HORT 990 Research) in the department of one of the co-advisors. Students who are concurrently pursuing a PhD may wish to register for research credits in their PhD home department with their co-advisors. (These credits cannot be used for meeting
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**College of Agricultural and Life Sciences: Grievance Policy**

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are handled by the University's Employee Assistance Program.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation.
ATTEMPT BY THE GRIEVANCE ADVISOR. THE GRIEVANCE ADVISOR WILL PROVIDE A COPY TO THE PERSON AT WHOM THE GRIEVANCE IS DIRECTED.

b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.

c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.

d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file in written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
The biometry program is distinct from the M.S. statistics program in its interdisciplinary emphasis and corresponding reduced depth in statistics. (Students interested in training with statistical consulting as the primary focus should apply for the M.S. in statistics through the statistics department.) The program is intended for two groups of students: (1) students simultaneously working towards or intending to work towards a Ph.D. in some biological discipline, and (2) non-Ph.D. students.

LEARNING OUTCOMES

1. Demonstrates understanding and critical evaluation of statistical methods selected for applications in scientific inquiries.
2. Identifies data sources and study design, and assembles appropriate statistical approaches to data analysis, in a particular scientific field of study.
3. Evaluates and synthesizes data information pertaining to questions in the field of study.
4. Communicates data concepts and analysis results clearly.
5. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

Faculty: Professors Clayton (Statistics/Plant Pathology), Ané (Statistics/Botany), Yandell (Statistics/Horticulture), Zhu (Statistics/Entomology)

DEVELOPMENT, PH.D.

Admissions to the Development, Ph.D. have been suspended as of spring 2019 and will be discontinued as of fall 2025. If you have any questions, please contact the department (academicaffairs@cals.wisc.edu).

The mission of the Ph.D. program in development studies is to prepare Ph.D. graduates for careers in social science research, policy, and education related to international development issues. The target audience includes people who wish to prepare for careers in international development as well as midcareer international development professionals who will return to their original employer or employment sector after earning a Ph.D. Applicants are expected to have experience working in developing countries. The program emphasizes interdisciplinary social science research and analysis designed to address the problems of developing and emerging economies.

Students from the United States and 40 countries have enrolled since the program was established in 1970. Over 125 alumni work in a wide range of capacities with various government agencies, nongovernment agencies, and universities in the United States and other countries. Most alumni from other countries have returned there to take up senior-level posts in government and other national institutions and in academia.

ADMISSIONS

Admissions to the Development, Ph.D. have been suspended as of spring 2019 and will be discontinued as of fall 2025. If you have any questions, please contact the department (academicaffairs@cals.wisc.edu).

ADMISSION REQUIREMENTS

Students seeking admission to the program must already hold a master’s degree in a social science, preferably with a thesis requiring original research. Previous experience living and/or working in a developing country in some capacity (Peace Corps, non-government organizations, individual initiatives, etc.) is an important aspect of a successful applicant’s background. A student’s application is judged on the basis of previous academic records, letters of recommendation, a personal statement, and a research proposal. This proposal will form the cornerstone of the student’s program. It will provide the admissions
committees with a clear explanation of the direction the student intends to take with the research. In their statement of purpose, students should clearly outline their reasons for choosing the Ph.D. in development.

The online application must contain the following:

- Personal statement
- The research proposal
- Official transcripts for all post-secondary institutions attended
- Three letters of recommendation
- A curriculum vitae

Test Scores. General Graduate Record Exam (GRE) scores for all applicants and TOEFL or IELTS scores for international applicants are required.

Details on the requirements can be found on the program website (http://devstudies.wisc.edu/admission.html).

**FACULTY ADVISOR**

Applicants will not be admitted unless a member of the program faculty agrees to serve as advisor. If the Admissions Committee judges your application favorably, you will receive a provisional admission. You should identify one or more potential advisors from the list of faculty (http://devstudies.wisc.edu/people_faculty.html) and include that information in your Reason for Graduate Study. The Admissions Committee will contact potential advisors in order to obtain a match. Most students remain with their initial advisor; others find a more compatible match during the first semester.

**DEADLINE**

The Development Studies Program will only consider applications for fall semester admission. The deadline is January 15.

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The Development Studies Program is unable to provide financial support. Most fellowship funds are awarded to students entering in the fall semester. We recommend that you:

1. Write to international organizations and investigate fellowships and grants available from private foundations.
2. Consider the possibility of obtaining support from your own university, your employer, or your government.
3. Contact university departments about the possibility of obtaining an assistantship.

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

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<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>33 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.2 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>No other grade requirements</td>
</tr>
</tbody>
</table>
Assessments and Examinations

Students must complete a written preliminary examination after the student's program coursework has been completed. For more information, see the program's website (http://devstudies.wisc.edu/about_prelim.html).

Language Requirements

Language requirements ranging from minimal competency to fluency in a non-native language will vary for each student depending on area of interest. Students are required to have or acquire language competency to complete their dissertation fieldwork.

Doctoral Minor/ Breadth Requirements

Development doctoral students are not required to complete a doctoral minor.

REQUIRED COURSES

Students work with their advisors to design an individualized program of study. All students must complete the Program of Study form by the end of their second semester.

The minimum number of total required credits for the Ph.D. program is 51. Up to 12 credits may be transferred from the student’s master’s degree provided the committee determines that these credits meet program requirements. Ordinarily courses taken elsewhere may not be used to meet the development studies course requirement. Each program of study will differ, yet coursework should fit the following guidelines:

- **Interdisciplinary seminar**: minimum of 3 credits
- **Major discipline**: minimum of 24 credits that include:
  a. 3 credits minimum of theory
  b. 9 credits minimum of methods (must be taken from the department(s) of the major discipline or from course offerings in the Department of Statistics)
  c. 12 credits minimum of other relevant courses in the major discipline (6 must be from development studies courses)
- **Secondary discipline**: minimum of 9 credits (3 must be from development studies courses)
- **Tertiary areas**: minimum of 9 credits
- **Dissertation research**: minimum of 6 credits

Both the major discipline and the secondary discipline are expected to be in the social sciences. In most instances, students will select from among sociology, economics, geography, anthropology, communication, political science, education, or urban and regional planning as their primary and secondary disciplines. Secondary disciplines may also include areas such as law, history, and public affairs.

At least one development studies course in the discipline of economics and one development studies course in the discipline of sociology must be completed by all students. Courses in the departments of Economics, Agricultural and Applied Economics, and Consumer Science, and economics courses in the School of Business fulfill the economics discipline, while courses in the departments of Sociology and Community and Environmental Sociology fulfill the sociology discipline. Development studies courses are social science graduate-level courses in which the majority of course content pertains specifically to international development. The Development Studies Instructional Committee will revise this list annually and make appropriate additions and deletions. All development studies courses must have been taken on an A–F basis at UW–Madison and be passed with a grade of B or higher.

"Topics" courses may be taken as development studies core courses by permission of the student’s committee and the Instructional Committee. Some examples of such topics courses are included below. Also, note that this list is highly provisional. In particular, there are likely to be some 400-, 500-, and 600-level courses with largely undergraduate clientele that would not be appropriate for development studies graduate students. There are also no doubt a number of courses unknown to us that should be added to the list. At this time we do not see a need to identify development studies core courses for the tertiary areas, or to require that one or more development studies courses be taken in the tertiary areas.

Courses in the tertiary areas may be in a social science discipline, a coherent set of area studies courses, or a coherent set of courses outside of the social sciences. Natural-science tertiary areas/disciplines (e.g., plant science, ecology, tropical agriculture) or interdisciplinary social science areas/disciplines (technology assessment, urban studies) are permitted and encouraged. Tertiary areas/disciplines that do not correspond to current Graduate School programs of study are permitted if they are coherent and well justified.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 12 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

If students fall below the satisfactory progress requirements, including the 3.2 GPA, the program will launch an assessment exercise analyzing the student’s fit in the program.

ADVISOR / COMMITTEE

All students must have an advisor. Admission into the development studies program is contingent on the Admissions Committee obtaining an advisor for the student. After the second semester the student will build a three-member faculty committee. At the time of defense, a five-
Complaints may concern any matter of perceived unfairness. Breakdowns and be easily resolved; others may require formal action. Some complaints may arise from misunderstandings or communication right to complain about the treatment and to receive a prompt hearing. To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
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3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the department committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will conduct an investigation and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.
4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.
complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

**OTHER**

If you need financial support, indicate this on the application form. Prospective students are encouraged to seek support through university departments, private scholarships, or government-sponsored funding. We will enter you in university-wide fellowship competitions for which you are eligible. We will advise you about funding opportunities, when possible.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources ([https://grad.wisc.edu/pd/](https://grad.wisc.edu/pd/)) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Articulates research questions reflecting an interdisciplinary perspective on development research, theory and practice.
2. Formulates ideas and/or techniques beyond the current boundaries of knowledge within development studies.
3. Creates scholarship that makes a substantive contribution to development studies.
4. Demonstrates interdisciplinary breadth within their learning experiences.
5. Communicates complex ideas in a clear and understandable manner, both orally and in written form.
6. Fosters ethical and professional conduct in their research, teaching, and policy work.

**PEOPLE**

**FACULTY**

Samer Alatout, Associate Professor, Community and Environmental Sociology
Bradford Barham, Professor, Agricultural and Applied Economics
Katherine Bowie, Professor, Anthropology
Jean-Paul Chavas, Professor, Agricultural and Applied Economics
Jane Collins, Professor, Community and Environmental Sociology
Ian Coxhead, Professor, Agricultural and Applied Economics
Jo Ellen Fair, Professor, African Cultural Studies
Jeremy Foltz, Professor, Agricultural and Applied Economics
Theodore Gerber, Professor, Sociology
Gary Green, Professor, Community and Environmental Sociology
Kathryn Hendley, Professor, Law
Harvey Jacobs, Professor, Planning and Landscape Architecture
Richard Keller, Professor, Medical History and Bioethics
Nancy Kendall, Professor, Education Policy Studies (chair)
Heinz Klug, Professor, Law
Chaeyoon Lim, Associate Professor, Sociology
Lisa Naughton, Professor, Geography
Thomas Oliver, Professor, Population Health Sciences
Gay Seidman, Professor, Sociology

Ajay Sethi, Associate Professor, Population Health Sciences
Hemant Shah, Professor, Journalism and Mass Communication
Randy Stoecker, Professor, Community and Environmental Sociology
Leann Tigges, Professor, Community and Environmental Sociology
Ali Tripp, Professor, Political Science/Gender and Women's Studies
Matthew Turner, Professor, Geography
Stephen Ventura, Professor, Soil Science
Stephen Young, Assistant Professor, Geography

**STAFF**

Linda Davis, Program Coordinator, linda.davis@wisc.edu

Contact information for faculty affiliated with the Development Studies Program can be found on our website ([http://devstudies.wisc.edu/people_faculty.html](http://devstudies.wisc.edu/people_faculty.html)).

**PLANT BREEDING AND PLANT GENETICS, DOCTORAL MINOR**

**REQUIREMENTS**

Ph.D. candidates in other degree programs who wish to pursue a doctoral minor in plant breeding and plant genetics must complete 10 credits of work with at least 2 credits from the plant breeding area and 2 credits from another area of the core curriculum. Also required are 2 credits of seminar (HORT/AGRONOMY/GENETICS 957 Seminar-Plant Breeding). Contact the program for more information concerning the minor.

**PEOPLE**

**FACULTY**

*Agronomy*
Jean-Michel Ane
Natalia De Leon (program chair)
Lucia Gutierrez
Heidi Kaeppler
Shawn Kaeppler
Bill Tracy

*Biochemistry*
Rick Amasino
Sebastian Bednarek

*Botany*
Hiroshi Maeda
Edgar Spalding

*Entomology*
Johanne Brunet

*Genetics*
Patrick Masson
Xuehua Zhong

*Horticulture*
John Bamberg
Paul Bethke
Julie Dawson

*Jeff Endelman*
PLANT BREEDING AND PLANT GENETICS, M.S.

The program leading to the Master of Science in Plant Breeding and Plant Genetics provides a broad exposure in the various disciplines involved with plant improvement. The program is truly interdisciplinary with faculty participants from agronomy, biochemistry, botany, entomology, genetics, horticulture, plant pathology, and statistics. Research areas include biochemical and molecular genetics, bioinformatics, biometry, cytogenetics and cytology, genecology, genetics, plant breeding, and quantitative genetics.

The Plant Breeding and Plant Genetics Program has been designated a UW System Center of Excellence. The 50–60 students majoring in the program come from throughout the United States and all over the world. Faculty have included members of the National Academy of Sciences, endowed chair professors, and recipients of the National Council of Faculty have included members of the National Academy of Sciences, endowed chair professors, and recipients of the National Council of Excellence. The University of Wisconsin leads the nation in the diversity of plant breeding programs endowed chair professors, and recipients of the National Council of Excellence. The University of Wisconsin leads the nation in the diversity of plant breeding programs and number of graduate students trained. Graduates are found in responsible positions with academic institutions, research institutions, and private companies involved in molecular to cultivar development work.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. In some cases, the Graduate School’s minimum requirements may be met by coursework completed at the University of Wisconsin.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). If you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>September 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 1</td>
</tr>
</tbody>
</table>

GRE (Graduate Record Examinations) Not required.

English Proficiency Test Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required

Satisfactory preparation for graduate study in Plant Breeding and Plant Genetics includes undergraduate coursework in mathematics through differential and integral calculus, general chemistry and organic chemistry, physics, and a comprehensive biology sequence that covers both plant and animal biology and includes labs. Some of this preparatory coursework may be completed during the first year of graduate study. Normally, applicants will have had undergraduate training in the biological or agricultural sciences. All applicants must fulfill the minimum entrance requirements of the Graduate School.

Application Checklist

A complete application should include the following items:

1. Graduate School Application: We only accept applications submitted online through the Graduate School.
2. Supplementary Application: The supplementary application will appear as a part of the Graduate School’s electronic application once the applicant selects Plant Breeding and Plant Genetics.
3. Application Fee: Instructions for paying the application fee are available through the Graduate School’s online application form.
4. Statement of Purpose: Your essay should be a concise description of your reasons for choosing to study Plant Breeding and Plant Genetics at the University of Wisconsin. Please include your research interests and career goals as well as a description of your preparation for graduate study including relevant coursework, related employment, research experience, publications, presentations, awards, and honors. The essay may be submitted electronically through the Graduate School’s online application.
5. Transcripts: We require all applicants to submit an unofficial transcript in PDF format to their online application. If an applicant is recommended for admission, then they will be required to submit their official transcript to the Graduate School. International academic records must be submitted in the original language and accompanied by an official English translation. Documents must be issued by the institution with an official seal/stamp and an official signature.
6. Three Letters of Recommendation, with at least two from academic sources.
7. Proof of English Proficiency - Applicants, whose native language is not English, or whose undergraduate instruction was not in English, must follow the Graduate School’s guidelines for proof of English proficiency.

Application Process

Applications for graduate study in Plant Breeding and Plant Genetics must be submitted using the Graduate School’s online application. If you
are applying to multiple programs at the University of Wisconsin, make sure you send application materials to each program.

At this time, the graduate program in Plant Breeding and Plant Genetics does not support lab rotations. Applicants are admitted directly into a specific research program with one major professor. Admissions decisions are contingent upon the acceptance of an applicant by a faculty mentor. Because we receive many more applications from qualified applicants than we are able to admit, we highly recommend that applicants directly contact any faculty members with whom they are interested in working.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Financial support may be available through research assistantships (RAs) or fellowships. Fellowships are granted to students with very outstanding academic records. We recommend that your application be complete by the application deadlines in order to be considered for funding. Research assistantships are awarded by individual professors through funds available to their research programs.

Please be advised that you do not need to make a separate application for financial support as your admission application will also serve as an application for assistantships and fellowships.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

- Minimum Credit Requirement: 30 credits
- Minimum Residence Credit Requirement: 16 credits
- Minimum Graduate Coursework Requirement: Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).
- Overall Graduate GPA Requirement: 3.00 GPA required.
- Other Grade Requirements: Students must earn a B or above in all core curriculum coursework.
- Assessments: A formal M.S. thesis is required.
- Examinations: Language Requirements: No language requirements.

**REQUIRED COURSES**

The specific program of study toward a master’s degree is developed by the student and their major professor. Considerable flexibility in the selection of courses is permitted to meet the needs and interests of the candidate. Of the 30 credits required, students must complete a minimum of 12 credits of coursework (not research credit) and at least 9 credits must come from the Core Curriculum, including at least 2 credits in Section A, and 2 credits in Section B or C. Students must also complete 2 credits of Plant Breeding seminar (HORT/AGRONOMY/GENETICS 957 Seminar-Plant Breeding).

<table>
<thead>
<tr>
<th>Core Curriculum Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HORT/AGRONOMY 501</td>
<td>Principles of Plant Breeding</td>
<td></td>
</tr>
<tr>
<td>HORT/AGRONOMY 502</td>
<td>Techniques of Plant Breeding</td>
<td></td>
</tr>
<tr>
<td>HORT/AGRONOMY 812</td>
<td>Selection Theory for Quantitative Traits</td>
<td></td>
</tr>
<tr>
<td>PL PATH 517</td>
<td>Plant Disease Resistance</td>
<td></td>
</tr>
<tr>
<td>HORT/GENETICS 550</td>
<td>Molecular Approaches for Potential Crop Improvement</td>
<td></td>
</tr>
</tbody>
</table>
AGRONOMY/ AN SCI/ GENETICS/ HORT 615
GENETICS 631 Plant Genetics
GENETICS/ BIOCHEM/ BOTANY 840
C. Quantitative Genetics and Biometry
HORT/F&W ECOL/ STAT 572
HORT/ AGRONOMY 811 Biometrical Procedures in Plant Breeding
AGRONOMY 771 Experimental Designs & AGRONOMY 772 and Applications in ANOVA
D. Additional Core Courses
BIOCHEM/ BOTANY 621 Plant Biochemistry
PL PATH/ BOTANY/ ENTOM 505 Plant-Microbe Interactions: Molecular and Ecological Aspects
GENETICS 633 Population Genetics
BOTANY 500 Plant Physiology

Policies

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

Every graduate student must have a faculty advisor (Major Professor) who is a member of the Plant Breeding and Plant Genetics faculty. The Major Professor advises the student about course work and supervises the student’s research. The major professor must approve the student’s coursework and research direction.

A Master’s Committee is composed of at least three current UW–Madison faculty members, including the major professor. The Master’s Committee is empowered by the Program to advise the student regarding coursework and thesis content, and conduct the final master’s oral examination. Prior to the end of the first year of graduate study the student, in consultation with their major professor, should select two members of the UW–Madison faculty to serve on their Master’s Committee. It is the student’s responsibility to seek and obtain (verbal) approval from the faculty selected to serve on this committee.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
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- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
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Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)

Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)

Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)

Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)

Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER

Financial support may be available through research assistantships (RAs) or fellowships. Fellowships are granted to students with very outstanding academic records. We recommend that your application be complete by the application deadlines in order to be considered for funding. Research assistantships are awarded by individual professors through funds available to their research programs.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

Close working relationships between plant breeding and plant genetics (PBPG) students and faculty with companies, commodity groups, and NGOs allow for exposure to various work environments and potential employers. Opportunities exist for students to complete short-term internships with companies depending on research interests and progress toward the graduate degrees. The Plant Science Graduate Student Council (PSGSC) (http://psgsc.wisc.edu/) fosters communication and social interactions among the graduate students in the plant sciences.
LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to knowledge within the field of plant breeding and plant genetics.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of plant breeding and plant genetics.
3. Creates research that makes a substantive contribution to the field of plant breeding and plant genetics.
4. Communicates complex ideas in a clear and understandable manner.
5. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

FACULTY

Agronomy
Jean-Michel Ane
Natalia De Leon (program chair)
Lucia Gutierrez
Heidi Kaeppler
Shawn Kaeppler
Bill Tracy

Biochemistry
Rick Amasino
Sebastian Bednarek

Botany
Hiroshi Maeda
Edgar Spalding

Entomology
Johanne Brunet

Genetics
Patrick Masson
Xuehua Zhong

Horticulture
John Bamberg
Paul Bethke
Julie Dawson
Jeff Endelman
Irwin Goldman
Michael Havey
Shelley Jansky
Patrick Krysan
Jim Nienhuis
Jiwan Palta
Phillip Simon
David Spooner
Yiqun Weng
Juan Zalapa

Plant Pathology
Andrew Bent
Doug Rouse

Statistics
Karl Broman
Brian Yandell

PLANT BREEDING AND PLANT GENETICS, PH.D

The program leading to the Doctor of Philosophy in Plant Breeding and Plant Genetics provides a broad exposure in the various disciplines involved with plant improvement. The program is truly interdisciplinary with faculty participants from agronomy, biochemistry, botany, entomology, genetics, horticulture, plant pathology, and statistics. Research areas include biochemical and molecular genetics, bioinformatics, biome, cytogenetics and cytology, genecology, genetics, plant breeding, and quantitative genetics.

The Plant Breeding and Plant Genetics Program has been designated a UW System Center of Excellence. The 50–60 students majoring in the program come from throughout the United States and all over the world. Faculty have included members of the National Academy of Sciences, endowed chair professors, and recipients of the National Council of Plant Breeders “Genetic and Plant Breeding Award.” The University of Wisconsin leads the nation in the diversity of plant breeding programs and number of graduate students trained. Graduates are found in responsible positions with academic institutions, research institutions, and private companies involved in molecular to cultivar development work.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

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</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
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Satisfactory preparation for graduate study in Plant Breeding and Plant Genetics includes undergraduate coursework in mathematics through differential and integral calculus, general chemistry and organic chemistry, physics, and a comprehensive biology sequence that covers both plant and animal biology and includes labs. Some of this preparatory coursework may be completed during the first year of graduate study. Normally, applicants will have had undergraduate training in the biological or agricultural sciences. All applicants must fulfill the minimum entrance requirements of the Graduate School.

Application Checklist
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1. Graduate School Application: We only accept applications submitted online through the Graduate School.
2. Supplementary Application: The supplementary application will appear as a part of the Graduate School's electronic application once the applicant selects Plant Breeding and Plant Genetics.
3. Application Fee: Instructions for paying the application fee are available through the Graduate School’s online application form.
4. Statement of Purpose: Your essay should be a concise description of your reasons for choosing to study Plant Breeding and Plant Genetics at the University of Wisconsin. Please include your research interests and career goals as well as a description of your preparation for graduate study including relevant coursework, related employment, research experience, publications, presentations, awards, and honors. The essay may be submitted electronically through the Graduate School's online application.
5. Transcripts: We require all applicants to submit an unofficial transcript in PDF format to their online application. If an applicant is recommended for admission, then they will be required to submit their official transcript to the Graduate School. International academic records must be submitted in the original language and accompanied by an official English translation. Documents must be issued by the institution with an official seal/stamp and an official signature.
6. Three Letters of Recommendation, with at least two from academic sources.
7. Proof of English Proficiency: Applicants, whose native language is not English, or whose undergraduate instruction was not in English, must follow the Graduate School's guidelines for proof of English proficiency.

Application Process
Applications for graduate study in Plant Breeding and Plant Genetics must be submitted using the Graduate School’s online application. If you are applying to multiple programs at the University of Wisconsin, make sure you send application materials to each program.

At this time, the graduate program in Plant Breeding and Plant Genetics does not support lab rotations. Applicants are admitted directly into a specific research program with one major professor. Admissions decisions are contingent upon the acceptance of an applicant by a faculty mentor. Because we receive many more applications from qualified applicants than we are able to admit, we highly recommend that applicants directly contact any faculty members with whom they are interested in working.

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Financial support may be available through research assistantships (RAs) or fellowships. Fellowships are granted to students with very outstanding academic records. We recommend that your application be complete by the application deadlines in order to be considered for funding. Research assistantships are awarded by individual professors through funds available to their research programs.

Please be advised that you do not need to make a separate application for financial support as your admission application will also serve as an application for assistantships and fellowships.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Requirement</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face**: Courses typically meet during weekdays on the UW–Madison Campus.

**Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credit</th>
<th>Minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>51</td>
</tr>
</tbody>
</table>
Minimum Residence Credit Requirement: 32 credits

Minimum Graduate Coursework Requirement: Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)).

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: Ph.D. candidates should maintain a 3.0 GPA in all core curriculum courses and may not have any more than two incompletes on their record at any one time.

Assessments and Examinations: Doctoral students must pass both the oral preliminary and final thesis exams.

Language Requirements: No language requirements.

Doctoral Minor/Breadth Requirements: The doctoral minor is not required for students in the Plant Breeding and Plant Genetics degree. Students who wish to complete a cohesive body of work outside the major may wish to obtain a doctoral minor, and should declare the minor at the certification meeting. Minor requirements are determined by the minor department or program.

REQUIRED COURSES

The specific program of study toward a doctoral degree is developed by the student and their major professor. Considerable flexibility in the selection of courses is permitted to meet the needs and interests of the candidate. Of the 51 credits required, students must complete a minimum of 17 credits of coursework (not research credit) and at least 11 credits must come from the Core Curriculum, including at least 2 credits in each of Sections A, B, and C. Students must also complete 3 credits of Plant Breeding seminar (HORT/AGRONOMY/GENETICS 957 Seminar-Plant Breeding).

<table>
<thead>
<tr>
<th>Core Curriculum</th>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>A. Plant Breeding</td>
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<tr>
<td>HORT/AGRONOMY 501</td>
<td>Principles of Plant Breeding</td>
<td></td>
<td></td>
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<tr>
<td>HORT/AGRONOMY 502</td>
<td>Techniques of Plant Breeding</td>
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<td>HORT/AGRONOMY 812</td>
<td>Selection Theory for Quantitative Traits in Plants</td>
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<tr>
<td>B. Genetics</td>
<td></td>
<td></td>
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<tr>
<td>HORT/GENETICS 550</td>
<td>Molecular Approaches for Potential Crop Improvement</td>
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<tr>
<td>AGRONOMY/AN SCI/GENETICS/HORT 615</td>
<td>Genetic Mapping</td>
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<td>PL PATH 517</td>
<td>Plant Disease Resistance</td>
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<tr>
<td>GENETICS 631</td>
<td>Plant Genetics</td>
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</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE

Every graduate student must have a faculty advisor (Major Professor) who is a member of the Plant Breeding and Plant Genetics faculty. The
Major Professor advises the student about course work and supervises the student’s research. The major professor must approve the student’s coursework and research direction.

A PhD Committee is composed of at least 5 members, the major professor and four more who must be UW–Madison graduate faculty or former UW–Madison graduate faculty up to one year after resignation or retirement. The Graduate School requires that at least three committee members are designated as readers. Readers are committee members who commit themselves to closely reading and reviewing the entire dissertation. The committee is empowered by the Program to advise and evaluate the student with regards to certification, administer the preliminary examination, oversee progress meetings, approve thesis composition, and conduct the final PhD examination.

The student, in consultation with their Major Professor(s), should select four additional members of the UW-Madison faculty to serve on their PhD Committee prior to the end of the second semester of graduate study in order to convene a meeting to discuss the student’s coursework and plan for certification. Certification is the process by which the PhD Committee certifies that the student has completed the formal coursework requirements of the PhD. This coursework plan must be approved by the student’s PhD Committee, and for this reason it is important for the student to convene a meeting of their PhD committee prior to the end of their second semester so that additional courses suggested by the committee may be taken during the student’s second year of graduate study. The Graduate School requires at least one member of the PhD Committee to be from outside the academic department of the major professor. Students choosing Minor Option A typically include their minor professor as a member of their PhD Committee. It is the student’s responsibility to seek and obtain (verbal) approval from the faculty members selected to serve on this committee.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy
In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
   a. If the complaint involves an academic department in CALS the student should seek the advice of the dean or director of that unit to determine how to proceed.
   b. If the grievance involves a unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at
whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.

c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.

d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER

Financial support may be available through research assistantships (RAs) or fellowships. Fellowships are granted to students with very outstanding academic records. We recommend that your application be complete by the application deadlines in order to be considered for funding. Research assistantships are awarded by individual professors through funds available to their research programs.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

Close working relationships between plant breeding and plant genetics (PBPG) students and faculty with companies, commodity groups, and NGOs allow for exposure to various work environments and potential employers. Opportunities exist for students to complete short-term internships with companies depending on research interests and progress towards the graduate degrees. The Plant Science Graduate Student Council (PSGSC) (http://psgsc.wisc.edu/) fosters communication and social interactions among the graduate students in the plant sciences.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to knowledge within the field of plant breeding and plant genetics.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of plant breeding and plant genetics.
3. Creates research that makes a substantive contribution to the field of plant breeding and plant genetics.
4. Communicates complex ideas in a clear and understandable manner.
5. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

FACULTY

Agronomy
Jean-Michel Ane
Natalia De Leon (program chair)
Lucia Gutierrez
Heidi Kaeppler
Shawn Kaeppler
Bill Tracy

Biochemistry
Rick Amasino
Sebastian Bednarek

Botany
Hiroshi Maeda
Edgar Spalding

Entomology
Johanne Brunet

Genetics
Patrick Masson
Xuehua Zhong

Horticulture
John Bamberg
Paul Bethke
Julie Dawson
Jeff Endelman
Irwin Goldman
Michael Havey
Shelley Jansky
Patrick Krysan
Jim Nienhuis
Jiwan Palta
Phillip Simon
David Spooner
Yiqun Weng
Juan Zalapa

Plant Pathology
Andrew Bent
Agronomy Degrees/Majors, Doctoral Minors, Graduate/Professional Certificates

• Agronomy, Doctoral Minor (p. 76)
• Agronomy, M.S. (p. 77)
• Agronomy, Ph.D. (p. 81)

People Administration
Chris Kucharik, Chair
Shawn Conley and Natalia De Leon, Associate Chairs
Sandra Bennett, Department Administrator

Program Faculty and Their Areas of Study
Jean-Michel Ané, Professor — Plant–Microbe Symbioses
Shawn Conley, Professor — Soybean & Small Grain Production
Natalia De Leon, Professor — Plant Breeding and Plant Genetics
Stan Duke, Professor — Barley Malt Quality
Lucía Gutiérrez, Associate Professor — Cereal Crops Breeding
Cynthia Henson — Supervisory Research Plant Physiologist
Randy Jackson, Professor — Grassland Ecosystems, Agroecology
Molly Jahn, Professor — Risk in Food Systems
Heidi Kaeppler, Associate Professor — Cereal Crops Genetics
Shawn Kaeppler, Professor — Plant Breeding and Plant Genetics
Chris Kucharik, Professor and Chair — Ecosystems, Land Management, Biogeochemical Cycling
Joe Lauer, Professor — Crop Management (Corn)
Valentin Picasso, Assistant Professor — Forages and Grazing Systems, Agroecology, Sustainable Agriculture
Mark Renz, Professor — Weed Science
David Stoltenberg, Professor — Cropping Systems, Weed Science, Agroecology, Sustainable Agriculture
Bill Tracy, Professor — Plant Breeding and Plant Genetics (Sweet Corn)
Rodrigo Werle, Assistant Professor — Extension Cropping Systems, Weed Scientist

For full descriptions of faculty research interests, see their individual pages on the Agronomy website (http://www.agronomy.wisc.edu).

Agronomy, Doctoral Minor
Students enrolled in other Ph.D. programs may pursue a doctoral minor in agronomy. Students with interest in gaining training in crop production and management, weed science, agroecosystems, molecular biology, plant physiology and biochemistry, or plant breeding to supplement their primary disciplinary program may consider an Option A minor in agronomy.

Requirements
Graduate students who wish to pursue a doctoral minor in agronomy must have an agronomy faculty member serve as the minor professor on their research committees (oral preliminary exam committee and final exam committee).

Courses are chosen in conjunction with the minor professor and the committee to provide relevant breadth in the student’s training. A student may earn a doctoral minor in agronomy with 9 credits in exclusively graduate-level agronomy courses (courses numbered 700 and above, or between 300 and 699 marked with the graduate attribute in the Course Guide).

Alternatively, up to 3 graduate-level credits of plant, ecology, or environment-related coursework from other departments could be included in the 9-credit total.

At least 1 credit (and up to 2 credits) must be AGRONOMY 920 Seminar. The proposed course plan to satisfy Option A minor must be approved by the Department of Agronomy Graduate Studies Committee.

People Administration
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Shawn Conley and Natalia De Leon, Associate Chairs
Sandra Bennett, Department Administrator

Program Faculty and Their Areas of Study
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Molly Jahn, Professor — Risk in Food Systems
Heidi Kaeppler, Associate Professor — Cereal Crops Genetics
AGRONOMY, M.S.

The mission of the Department of Agronomy is to generate, integrate, and apply knowledge about crop plants that are grown for food, feed, and the general benefit of humankind. We find and disseminate answers to problems and discover opportunities concerning efficiency and sustainability of production, improvements in quality, and methods for safe and environmentally sound practices.

An education in agronomy prepares graduates for professional careers in research, teaching, and extension at academic and government institutions, and for research and technical careers in industry in areas such as biotechnology, agroecology, cropping systems ecology and ecosystem modeling, crop management and protection, plant breeding, biochemistry, genetics, and genomics.

Shawn Kaeppler, Professor — Plant Breeding and Plant Genetics
Chris Kucharik, Professor and Chair — Ecosystems, Land Management, Biogeochemical Cycling
Joe Lauer, Professor — Crop Management (Corn)
Valentin Picasso, Assistant Professor — Forages and Grazing Systems, Agroecology, Sustainable Agriculture
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For full descriptions of faculty research interests, see their individual pages on the Agronomy website (http://www.agronomy.wisc.edu).

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>September 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Candidates for graduate study should have a bachelor’s degree in agriculture or in the biological, chemical, or physical sciences. Contact the department or visit the website (http://agronomy.wisc.edu/graduate-admissions/for-prospective-graduate-students/) for details. Students considering graduate study in Agronomy should make inquiries to the department several months before the desired enrollment date. In addition to the online application, the department requires a statement of purpose, transcripts, and three letters of recommendation with two being from academic sources.

Candidates for department research and teaching assistantships can be accepted twice a year, at summer/fall and spring admissions.

Agronomy admissions FAQs (https://agronomy.wisc.edu/graduate-admissions/for-prospective-graduate-students/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The vast majority of our graduate students are awarded research assistantships to fund their education. These RA appointments come with tuition remission, healthcare, and a monthly stipend for living expenses. These assistantships come directly from the mentoring faculty; as a result, space in our graduate program is extremely limited. We do not support lab rotations. More details can be found here (https://agronomy.wisc.edu/graduate-admissions/aidopps/).
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

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<th>Mode of Instruction</th>
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<th>Accelerated</th>
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<td>No</td>
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<td>No</td>
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</tr>
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CURRICULAR REQUIREMENTS

<table>
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<tr>
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<th>Detail</th>
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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Students intending to terminate their graduate program at the UW with the M.S. degree are required to present an exit seminar, preferably prior to their M.S. oral exam.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<td>AGRONOMY 920</td>
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<tr>
<td>AGRONOMY/GENETICS/HORT 957</td>
<td>Seminar-Plant Breeding</td>
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Prerequisite Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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Language

The Agronomy department does not have any language Requirements requirements.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

For well-prepared advanced students, the program may accept up to 9 credits of prior graduate coursework from other institutions toward the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW-Madison.
**UW–Madison Undergraduate**

For well-prepared advanced students, the program may decide to accept up to 7 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

**UW–Madison University Special**

The program may decide to accept up to 9 University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting ([https://dosu.students.wisc.edu/bias-or-hate-reporting/](https://dosu.students.wisc.edu/bias-or-hate-reporting/))
- Graduate Assistantship Policies and Procedures ([https://hr.wisc.edu/policies/gapp/#grievance-procedure](https://hr.wisc.edu/policies/gapp/#grievance-procedure))
- Hostile and Intimidating Behavior Policies and Procedures ([https://hr.wisc.edu/hib/](https://hr.wisc.edu/hib/))
  - Office of the Provost for Faculty and Staff Affairs ([https://facstaffprovost.wisc.edu/](https://facstaffprovost.wisc.edu/))
  - Dean of Students Office ([https://dosu.students.wisc.edu/](https://dosu.students.wisc.edu/)) (for all students to seek grievance assistance and support)
  - Employee Assistance ([http://www.eao.wisc.edu/](http://www.eao.wisc.edu/)) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office ([https://employeedisabilities.wisc.edu/](https://employeedisabilities.wisc.edu/)) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School ([https://grad.wisc.edu/](https://grad.wisc.edu/)) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance ([https://compliance.wisc.edu/](https://compliance.wisc.edu/)) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards ([https://conduct.students.wisc.edu/](https://conduct.students.wisc.edu/)) (for conflicts involving students)
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  - Title IX ([https://compliance.wisc.edu/titleix/](https://compliance.wisc.edu/titleix/)) (for concerns about discrimination)

**College of Agricultural and Life Sciences: Grievance Policy**

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The agronomy department does not require but encourages all students to complete an Individual Development Plan (IDP). As you begin your Graduate School career, an Individual Development Plan (IDP) is an essential tool to help you:

1. Assess your current skills and strengths
2. Make a plan for developing skills that will help you meet your academic and professional goals
3. Communicate with your advisors and mentors about your evolving goals and related skills.

For graduate students in the natural sciences and engineering, the American Association for the Advancement of Science (AAAS) online tool provides a comprehensive set of materials and exercises that will guide you through the process of self-assessment, career exploration, goal-setting, and implementation of your plan. Set up a free account to create and monitor your IDP at myidp.sciencecareers.org (http://myidp.sciencecareers.org/).

The UW–Madison IDP template (https://grad.wisc.edu/pd/idp/), which includes instructions and examples, is flexible and appropriate for all disciplines.

LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in the field of study.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of study.
3. Demonstrates understanding of the primary field of study in a historical, social, or global context.
4. Selects and/or utilizes the most appropriate methodologies and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in the field of study.
6. Communicates clearly in ways appropriate to the field of study.
7. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

ADMINISTRATION

Chris Kucharik, Chair
Shawn Conley and Natalia De Leon, Associate Chairs
Sandra Bennett, Department Administrator
The mission of the Department of Agronomy is to generate, integrate, and apply knowledge about crop plants that are grown for food, feed, and the general benefit of humankind. We find and disseminate answers to problems and discover opportunities concerning efficiency and sustainability of production, improvements in quality, and methods for safe and environmentally-sound practices.

An education in agronomy prepares graduates for professional careers in research, teaching, and extension at academic and government institutions, and for research and technical careers in industry in areas such as biotechnology, agroecology, cropping systems ecology and ecosystem modeling, crop management and protection, plant breeding, biochemistry, genetics, and genomics.

The UW–Madison Department of Agronomy is one of the most highly ranked and regarded departments in the nation. We are committed to integrated research, development, teaching, and outreach to address issues of food scarcity, food quality and nutrition, environmental impact, and sustainability.

The department maintains or has access to excellent facilities for research, including fully equipped laboratories, growth chambers and greenhouses, and complete field facilities at nearby agricultural research stations and throughout the state. Students have access to highly controlled plant growth facilities at the university's Biotron and to special analytical services provided by the campus Biotechnology Center. The Wisconsin Crop Innovation Center opened in 2017 and houses a cutting edge transgenic plant laboratory and 26,000 square feet of highly controlled greenhouse space and other lab facilities.

### AGRONOMY, PH.D.

For full descriptions of faculty research interests, see their individual pages on the Agronomy website (http://www.agronomy.wisc.edu).

### ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>September 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Candidates for graduate study should have a bachelor's degree in agriculture or in the biological, chemical, or physical sciences. Contact the department or visit the website (http://agronomy.wisc.edu/graduate-admissions/graduate-admissions/for-prospective-graduate-students/) for details. Students considering graduate study in Agronomy should make inquiries to the department several months before the desired enrollment date. In addition to the online application, the department requires a statement of purpose, transcripts, and three letters of recommendation with two from academic sources.

Candidates for department research and teaching assistantships can be accepted twice a year, at summer/fall and spring admissions.

Agronomy admissions FAQs (https://agronomy.wisc.edu/graduate-admissions/for-prospective-graduate-students/)

The following courses are entrance requirements to pursue a Ph.D. in the Department of Agronomy. Applicants are required to have taken the following coursework. At the department's discretion, students may be admitted with deficiencies. These deficiencies are expected to be completed within the first semester of study.

### PROGRAM FACULTY AND THEIR AREAS OF STUDY

Jean-Michel Ané, Professor — Plant—Microbe Symbioses

Shawn Conley, Professor — Soybean & Small Grain Production

Natalia De Leon, Professor — Plant Breeding and Plant Genetics

Stan Duke, Professor — Barley Malt Quality

Lucía Gutiérrez, Associate Professor — Cereal Crops Breeding

Cynthia Henson — Supervisory Research Plant Physiologist

Randy Jackson, Professor — Grassland Ecosystems, Agroecology

Molly Jahn, Professor — Risk in Food Systems

Heidi Kaeppler, Associate Professor — Cereal Crops Genetics

Shawn Kaeppler, Professor — Plant Breeding and Plant Genetics

Chris Kucharik, Professor and Chair — Ecosystems, Land Management, Biogeochemical Cycling

Joe Lauer, Professor — Crop Management (Corn)

Valentín Picasso, Assistant Professor — Forages and Grazing Systems, Agroecology, Sustainable Agriculture

Mark Renz, Professor — Weed Science

David Stoltenberg, Professor — Cropping Systems, Weed Science, Agroecology, Sustainable Agriculture

Bill Tracy, Professor — Plant Breeding and Plant Genetics (Sweet Corn)

Rodrigo Werle, Assistant Professor — Extension Cropping Systems, Weed Scientist

For full descriptions of faculty research interests, see their individual pages on the Agronomy website (http://www.agronomy.wisc.edu).
FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The vast majority of our graduate students are awarded research assistantships to fund their education. These RA appointments come with tuition remission and a monthly stipend for living expenses. These assistantships come directly from the mentoring faculty; as a result, space in our graduate program is extremely limited. We do not support lab rotations. More details can be found here (https://agronomy.wisc.edu/graduate-admissions/aidopps/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated:</strong> Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend:</strong> Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face:</strong> Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid:</strong> These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online:</strong> These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and dissertation). As a Ph.D. student you must take your final oral exam within five years of passing the prelim or you will be required to take another preliminary examination and be admitted to candidacy for a second time. All Ph.D. candidates are required to present an exit seminar. This often is most convenient just prior to the final examination, or you may present the seminar as part of the Agronomy Colloquium. The final examination ordinarily covers your dissertation and the general fields of your major and minor studies. Deposit of the doctoral dissertation in the Graduate School is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>The Agronomy department does not have any language requirements.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>Students completing a Ph.D. in Agronomy must also complete requirements for a minor in another department.</td>
</tr>
<tr>
<td>The coursework for completion of the minor requirement is decided at the time of certification, with approval of the minor advisor. The minor department sets the requirements for minor completion. In both options, one course cross-listed with the major may be used for the minor, so long as it is staffed by the minor department and is not applicable to any requirements of the major. The type and completion of the minor is reported to the Graduate School on the preliminary examination warrant.</td>
<td></td>
</tr>
</tbody>
</table>

- 1 year general chemistry with labs
- 1 semester organic chemistry with labs
- 1 semester physics
- 1 semester calculus
- 1 semester statistics
- 4 semesters of biology distributed among three of the following four areas: biochemistry; genetics; plant morphology, anatomy or physiology; and taxonomy, evolution, or ecology.
REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Three semesters of one or both of the following:</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>AGRONOMY 920</td>
<td>Seminar</td>
<td></td>
</tr>
<tr>
<td>AGRONOMY/GENETICS/HORT 957</td>
<td>Seminar-Plant Breeding</td>
<td>1</td>
</tr>
</tbody>
</table>

Prerequisite Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>May also be completed on campus if necessary:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 year of general chemistry with labs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 semester of organic chemistry with labs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 semester of physics</td>
<td></td>
</tr>
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<td></td>
</tr>
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<td></td>
</tr>
<tr>
<td></td>
<td>genetics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>plant morphology, anatomy, or physiology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>taxonomy, evolution, or ecology</td>
<td></td>
</tr>
</tbody>
</table>

These classes can be taken in your undergraduate or master’s career. If you begin the program as a master’s student and then transition into the PhD program, credits taken as a master’s student will count toward the PhD program. At the department’s discretion, you may be admitted with deficiencies. These deficiencies are expected to be completed within the first semester of study. The Agronomy Department requires two full-time semesters in residence for a Ph.D. Your certification committee can petition the Graduate Studies Committee for a deviation from the residence requirement under unique circumstances.

Teaching experience is not required, but is highly recommended by the department and the time for completion of this recommended experience should be included on the certification form.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

For well-prepared advanced students, the program may accept up to 12 credits of prior graduate coursework from other institutions toward the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison.

UW–Madison Undergraduate

For well-prepared advanced students, the program may decide to accept up to 7 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

UW–Madison University Special

The program may decide to accept up to 12 University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

PROBATION

If students were admitted on probation and they satisfy the conditions outlined at the time of admission, probationary status will be removed automatically. Once their studies have begun, students are expected to make satisfactory progress toward their degree.

Students must be in good academic standing with the Graduate School, their program, and their advisor. The Graduate School regularly reviews the record of any student who received grades of BC, C, D, F, or I in courses numbered 300 or above, or grades of U in research and thesis. This review could result in academic probation with a hold on future enrollment, and the student may be suspended from graduate studies.

The Graduate School may also put students on probation for incompletes not cleared within one term. All incomplete grades must be resolved before a degree is granted.

ADVISOR / COMMITTEE

Students are usually admitted to the Agronomy department directly into the mentorship of a specific advisor, without completing any rotations. You are required to form, under the guidance of your advisor, a committee to oversee your Ph.D. degree progress. The composition of the committee complies with Graduate School policy (https://grad.wisc.edu/documents/committees/). While not strictly required, continuity in membership of the student’s Certification Committee, Preliminary Examination Committee, and Final Examination Committee is strongly encouraged.

CREDITS PER TERM ALLOWED

The Graduate School considers full-time enrollment to be 8–15 credits taken at 300 or above, excluding pass/fail and audit, during the fall and spring semesters, and 4–12 credits during the summer term. If students elect not to enroll as full-time students as defined by the Graduate School, they are responsible for knowing about possible obligations that may require full-time status. Such obligations may include visa eligibility, fellowships, assistantships, financial aid, external funding agencies, and program satisfactory progress requirements.

Dissertators take exactly 3 credits per semester.

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.
A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

### College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgment as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.
4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
The agronomy department does not require but encourages all students to complete an Individual Development Plan (IDP). As you begin your Graduate School career, an Individual Development Plan (IDP) is an essential tool to help you:

(1) Assess your current skills and strengths
(2) Make a plan for developing skills that will help you meet your academic and professional goals
(3) Communicate with your advisors and mentors about your evolving goals and related skills.

For graduate students in the natural sciences and engineering, the American Association for the Advancement of Science (AAAS) online tool provides a comprehensive set of materials and exercises that will guide you through the process of self-assessment, career exploration, goal-setting, and implementation of your plan. Set up a free account to create and monitor your IDP at myidp.sciencecareers.org (http://myidp.sciencecareers.org/).

The UW–Madison IDP template (https://grad.wisc.edu/pd/idp/), which includes instructions and examples, is flexible and appropriate for all disciplines.

LEARNING OUTCOMES
1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study.
3. Creates research, scholarship, or performance that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of the field of study to society.
6. Communicates complex ideas in a clear and understandable manner.
7. Fosters ethical and professional conduct.

ANIMAL AND DAIRY SCIENCES

PEOPLE
ADMINISTRATION
Chris Kucharik, Chair
Shawn Conley and Natalia De Leon, Associate Chairs
Sandra Bennett, Department Administrator

PROGRAM FACULTY AND THEIR AREAS OF STUDY
Jean-Michel Ané, Professor — Plant–Microbe Symbioses
Shawn Conley, Professor — Soybean & Small Grain Production
Natalia De Leon, Professor — Plant Breeding and Plant Genetics
Stan Duke, Professor — Barley Malt Quality
Lucía Gutiérrez, Associate Professor — Cereal Crops Breeding
Cynthia Henson — Supervisory Research Plant Physiologist
Randi Jackson, Professor — Grassland Ecosystems, Agroecology
Molly Jahn, Professor — Risk in Food Systems
Heidi Kaeppeler, Associate Professor — Cereal Crops Genetics
Shawn Kaeppeler, Professor — Plant Breeding and Plant Genetics
Chris Kucharik, Professor and Chair — Ecosystems, Land Management, Biogeochemical Cycling
Joe Lauer, Professor — Crop Management (Corn)
Valentin Picasso, Assistant Professor — Forages and Grazing Systems, Agroecology, Sustainable Agriculture
Mark Renz, Professor — Weed Science
David Stoltenberg, Professor — Cropping Systems, Weed Science, Agroecology, Sustainable Agriculture
Bill Tracy, Professor — Plant Breeding and Plant Genetics (Sweet Corn)
Rodrigo Werle, Assistant Professor — Extension Cropping Systems, Weed Scientist

For full descriptions of faculty research interests, see their individual pages on the Agronomy website (http://www.agronomy.wisc.edu).

ANIMAL SCIENCES, DOCTORAL MINOR
Any student enrolled in a UW–Madison doctoral program can pursue a doctoral minor in animal sciences. The doctoral minor offers substantial and systematic training in the field of animal sciences and can be tailored to a student’s specific interests. A doctoral minor in animal sciences is an excellent way to gain training in research methods as well as in...
substantive topical areas related to animal sciences that can be applied to one's research field and to one's teaching.

**REQUIREMENTS**

Graduate students who wish to pursue an Option A external minor in animal sciences should consult the graduate coordinator or chair of the Graduate Committee of the Animal Sciences program. Courses should be chosen in consultation with the student's departmental advisor and submitted for approval to the department before they are taken. A student may earn a doctoral minor in animal sciences with 9 credits, if all 9 credits are in graduate-level courses pre-approved by the department. Students are expected to achieve a B or better in all courses used for the minor. Directed study courses do not count toward the minor nor do audits or pass/fail courses. The original approved copy of the course list must be submitted to the Graduate School office at the time of the request for the preliminary exam warrant.

**PEOPLE**

**ANIMAL AND DAIRY SCIENCES DEPARTMENT**

**Professors**
- Weigel (Chair), Khatib (Associate Chair), Cabrera, Claus, Crenshaw, Fricke, Kirkpatrick, Parrish, Reed, Richards, Ricke, Rosa, Sindelar, Wattiaux, Wiltbank

**Associate Professors**
- Hernandez, White

**Assistant Professors**
- Adcock, Arriola Apelo, Dorea, Ferraretto, Guo, Laporta, Leone, Peñagaricano, Shanmuganayagam, Van Os

**Instructors/Lecturers**
- Halbach, Kean, O'Rourke, Ronk, Williams

**Student Services Coordinator**
- Liv Sandberg

**Graduate Coordinator**
- Megan Sippel

**ANIMAL SCIENCES, M.S.**

The department emphasizes in vivo and in vitro studies that probe relationships at a fundamental mechanistic level as well as address current practical issues in animal agriculture. Studies may often employ the use of livestock or laboratory animals, or both, as subjects. Development of an individual course of study is flexible in order to meet the needs of students with varied interests. Graduates find employment in academic teaching and research, in professional veterinary or medical degree programs, in industrial research in the food and feed industries, in laboratory research programs with governmental and international agencies, private corporations, and in industrial or institutional management positions requiring a high level of scientific training.

The program is based in the Animal Sciences Building, which contains facilities for teaching and research, including a Computing and Biometry Laboratory and the Biological and Biomaterials Preparation Imaging and Characterization Facility. Nearby are the Livestock Laboratory, a state-of-the-art facility, and the Muscle Biology Laboratory. Teaching, research, and project assistantships are available to qualified students. Fellowships, scholarships, and traineeship awards are available from federal training programs, research grants, gifts and trusts, and special program funds.

**RESEARCH FOCUS AREAS**

Students may choose to focus on the areas of: nutrition, rumen microbiology, aquaculture, reproductive physiology–endocrinology, genetics, animal breeding, muscle biology, meat science, cell biology, animal health, immunity and toxicology, or international agriculture. Considerable opportunity for study exists in joint programs with bacteriology, toxicology, biochemistry, the interdepartmental graduate program in nutritional sciences, genetics, endocrinology, reproductive physiology training program, food science, physiology, agricultural and applied economics, biometry, cellular and molecular biology, pharmaceutical sciences, chemical and biological engineering, bio engineering, comparative biosciences, and anatomy.

The area of nutrition involves a joint degree with Animal Sciences and either the Department of Nutritional Sciences or the Department of Biochemistry. Usually, students work with professors from both departments so fundamental concepts complement practical applications. Ruminant nutrition candidates often minor or have a joint major in the Department of Bacteriology. Nutritional research ranges from field studies to laboratory biochemical studies.

The endocrinology–reproductive physiology area ranges from hormonal studies with livestock, primates, and laboratory animals to biochemical studies at the cellular level including stem cell biology. These studies include mechanism of gene action, physiological genetics, in vitro maturation, fertilization, embryo development, cloning and gene transfer, neuroendocrinology, and the environmental and genetic control of puberty and postpartum anestrus.

The genetics–animal breeding focus includes a variety of areas from immunogenetics and molecular genetics to quantitative and population genetics. The animal breeding program seeks to develop, evaluate, and apply classical, quantitative, biochemical, and physiological genetics toward improving animal breeding techniques. Studies range from theoretical considerations of quantitative genetics to laboratory experimentation on genetic controls of growth and reproduction, gene transfer and cloning to field experimentation on producer herds and flocks. Candidates may minor in several areas including genetics, statistics, physiology, or biochemistry.

Meat science and muscle biology studies probe the relationship of muscle structure, composition, and metabolism to growth, the contractile function, and meat quality. Similar studies related to adipose tissue are included. This fundamental research is applied to muscle efficiency and improved retail meat quality and composition.

The area of cellular biology, animal health, immunity, and toxicology includes basic research which seeks to develop an understanding of cellular/subcellular structure and function, cell regulation, and cell–cell interactions. Cell function, as it relates to mechanisms of immunity
and the effects of natural and synthetic compounds, forms the basis for investigations using in vitro and in vivo, whole animal, model systems. Results of fundamental studies are directly applicable and coordinated with ongoing applied research programs in animal and human health.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>August 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>May 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Students with satisfactory undergraduate training in any biological science including emphasis on basic science courses will have suitable backgrounds for graduate studies in Animal Sciences. Typically students admitted to the program have GPAs of 3.2 or higher; candidates with a lower GPA may be considered for admission under special circumstances. Admission decisions are based on academic record, GRE scores, three letters of recommendation, and Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS), if applicable.

Students are admitted to the program if a faculty member agrees to accept the candidate into his or her research group and to provide laboratory/desk space and research support, and upon the approval of the Animal Sciences Graduate Admissions Committee and the Graduate School. The faculty member also makes the decision of whether or not to offer a research assistantship to the candidate. International candidates in the Master of Science program rarely receive financial support.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial assistance may be available to qualified individuals in the form of research assistantships, teaching assistantships, or fellowships. Funding does not come from the department, but from the faculty member agreeing to advise the new student; therefore students join labs directly instead of doing rotations. Funding is awarded on a competitive basis and may be renewed annually pending satisfactory progress. Terms of these appointments are initially defined in the letter of offer to the student.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

Face to Face Evening/Weekend Online Hybrid Accelerated

Yes No No No No

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement: Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/). Courses must be agreed upon by student’s graduate committee members and approved by department certification committee.

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations: Contact the program for information on required assessments and examinations.

Language Requirements: Language requirements are determined on an individual basis with the major professor and will depend on the area of concentration within the department.

REQUIRED COURSES

Students are admitted to this degree program by their major professor. Following matriculation, the student and major professor plan a graduate curriculum and research program. Within one year of matriculation, the student submits her/his planned curriculum to the graduate program coordinator to obtain departmental approval. The student and major professor discuss membership for the thesis committee. The committee consists of a minimum of three faculty members, with two of these members from the Animal Sciences faculty. The thesis committee meets as needed but mainly serves to evaluate the M.S. thesis and relevant knowledge of the student in a final thesis defense exam. The final thesis exam involves an oral defense of the research topic and general knowledge of animal nutrition, endocrinology & reproductive physiology, genetics and animal breeding, or meat science and muscle biology. Consistent with Graduate School policies, the M.S. degree requires a minimum of 30 graduate-level credits, including seminar and research (990) credits.

Seminar Requirement

The Animal Sciences Graduate seminar features outside speakers, UW Faculty, and Animal Sciences graduate students presenting their research or defending their thesis. This course is held on Tuesday mornings during the fall semester from 11 a.m. to noon. Attendance is required at this seminar series by all animal sciences graduate students. Master’s degree students are required to register for the AN SCI 875 Special Topics Animal Science Seminar for credit once. Although attendance is required, registering for the seminar for credit is done the semester a student presents.

All degree candidates must complete a satisfactory thesis. Instructions on preparing a master’s thesis can be found on the UW Graduate School website, https://grad.wisc.edu/current-students/masters-guide/.

At the completion of the degree program, the candidate will take a final examination administered by the mentoring committee. The examination will be oral, and includes questions relating to the candidate’s graduate course program. The candidate will also be expected to defend the thesis.

Animal Nutrition Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/F&amp;W ECOL/</td>
<td>Statistical Methods for Bioscience I</td>
<td></td>
</tr>
<tr>
<td>HORT 571</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/</td>
<td>Statistical Methods for Bioscience II</td>
<td></td>
</tr>
<tr>
<td>HORT 572</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AN SCI/DY SCI</td>
<td>Seminar in Animal Nutrition</td>
<td></td>
</tr>
<tr>
<td>GENETICS 951</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AN SCI 415</td>
<td>Application of Monogastric Nutrition Principles</td>
<td></td>
</tr>
<tr>
<td>AN SCI/DY SCI</td>
<td>Ruminant Nutrition &amp; Metabolism</td>
<td></td>
</tr>
<tr>
<td>NUTR SCI 626</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Recommended Courses

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Animal Breeding & Genetics Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AN SCI/DY SCI/</td>
<td>Seminar in Animal Breeding (every semester)</td>
<td></td>
</tr>
<tr>
<td>GENETICS 951</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GENETICS 466</td>
<td>Principles of Genetics (or equivalent)</td>
<td></td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/</td>
<td>Statistical Methods for Bioscience I</td>
<td></td>
</tr>
<tr>
<td>HORT 571</td>
<td>(or equivalent)</td>
<td></td>
</tr>
</tbody>
</table>

Recommended Courses

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Endocrinology & Reproductive Physiology Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/F&amp;W ECOL/</td>
<td>Statistical Methods for Bioscience I</td>
<td></td>
</tr>
<tr>
<td>HORT 571</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AN SCI 415</td>
<td>Application of Monogastric Nutrition Principles</td>
<td></td>
</tr>
<tr>
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<td></td>
</tr>
<tr>
<td>NUTR SCI 626</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Recommended Courses

A.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/F&amp;W ECOL/</td>
<td>Statistical Methods for Bioscience I</td>
<td></td>
</tr>
<tr>
<td>HORT 571</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AN SCI 875</td>
<td>Special Topics (Endocrine Physiology)</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/</td>
<td>Cellular Signal Transduction</td>
<td></td>
</tr>
<tr>
<td>PHMCOL-M/ZOOLOGY</td>
<td>Mechanisms</td>
<td></td>
</tr>
<tr>
<td>630</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Recommended Courses

B.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOCHEM 507</td>
<td>General Biochemistry I</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 508</td>
<td>and General Biochemistry II</td>
<td></td>
</tr>
<tr>
<td>BMOLCHEM 503</td>
<td>Human Biochemistry</td>
<td></td>
</tr>
</tbody>
</table>

Recommended Courses

D. Advanced Biochemistry

E.
Meat Science & Muscle Biology Track

Discipline Requirements: Courses to be taken as a graduate student at UW–Madison (maximum 12 credits for M.S. and 15 credits for the Ph.D. per semester).

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

1 Only one course from this group can be counted toward the credit load required in this section.

2 Required of Ph.D. candidates.

3 Required if an equivalent statistics course was not taken previously.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

For well-prepared advanced students, the program may accept prior graduate coursework from other institutions toward the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison.
UW–Madison Undergraduate
For well-prepared advanced students, the program may decide to accept up to 7 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

UW–Madison University Special
The program may decide to accept up to 15 University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis).

UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a yearly basis.

Your committee members advise and evaluate satisfactory progress, administer your final oral examination, evaluate your thesis, and sign your degree warrant. Your advisor chairs the committee. The final warrant request which includes committee membership must be submitted to the Graduate School at least three weeks before the examination date. A committee often accomplishes advising for the students in the early stages of their studies.

Master’s thesis committees must have at least 3 members, 2 of whom must be Animal Sciences graduate faculty or former graduate faculty up to one year after resignation or retirement and the third member from outside the department.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosu.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosu.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, postdoctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy
In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.

   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.

   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.

   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation
attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.

b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.

c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.

d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
RAs, the most common appointment in this department, are hired for 12-months with compensation set on a university-wide basis. The department has a few TAs who assist in instruction, preparing materials, directing labs, grading lab exercises and exams, etc. Special fellowships and scholarships are available for outstanding students. Application instructions may be obtained from the Graduate School website. A graduate student may be employed to assist professors not directly associated with their thesis.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
The Animal Sciences graduate programs encourage students to develop Individual Development Plans (https://grad.wisc.edu/pd/idp/) in collaboration with their major advisor to facilitate professional development. Besides the extensive opportunities offered across the campus at large, students in the animal sciences program also benefit from activities and programs provided by the Animal Science Graduate Student Association, a student-led organization for graduate students at UW–Madison who are interested in animal and dairy science.

LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in the field of study.

2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of study.

3. Demonstrates understanding of the primary field of study in a historical, social, and global context.

4. Selects and/or utilizes the most appropriate methodologies and practices.

5. Evaluates or synthesizes information pertaining to questions or challenges in the field of study.

6. Communicates clearly in ways appropriate to the field of study.

7. Recognizes and applies principles of ethical and professional conduct.

PEOPLE
ANIMAL AND DAIRY SCIENCES DEPARTMENT

Professors
Weigel (Chair), Khatib (Associate Chair), Cabrera, Claus, Crenshaw, Fricke, Kirkpatrick, Parrish, Reed, Richards, Ricke, Rosa, Sindelar, Wattiaux, Wiltbank

Associate Professors
Hernandez, White

Assistant Professors
Adcock, Arriola Apelo, Dorea, Ferraretto, Guo, Laporta, Leone, Peñagaricano, Shanmuganayagam, Van Os

Instructors/Lecturers
Halbach, Kean, O’Rourke, Ronk, Williams

Student Services Coordinator
Liv Sandberg

Graduate Coordinator
Megan Sippel
ANIMAL SCIENCES, PH.D.

The department emphasizes in vivo and in vitro studies that probe relationships at a fundamental mechanistic level as well as address current practical issues in animal agriculture. Studies may often employ the use of livestock or laboratory animals, or both, as subjects. Development of an individual course of study is flexible in order to meet the needs of students with varied interests. Graduates find employment in academic teaching and research, in professional veterinary or medical degree programs, in industrial research in the food and feed industries, in laboratory research programs with governmental and international agencies, private corporations, and in industrial or institutional management positions requiring a high level of scientific training.

The program is based in the Animal Sciences Building, which contains facilities for teaching and research, including a Computing and Biometry Laboratory and the Biological and Biomaterials Preparation Imaging and Characterization Facility. Nearby are the Livestock Laboratory, a state-of-the-art facility, and the Muscle Biology Laboratory. Teaching, research, and project assistantships are available to qualified students. Fellowships, scholarships, and traineeship awards are available from federal training programs, research grants, gifts and trusts, and special program funds.

RESEARCH FOCUS AREAS

Students may choose to focus on the areas of: nutrition, rumen microbiology, aquaculture, reproductive physiology–endocrinology, genetics, animal breeding, muscle biology, meat science, cell biology, animal health, immunity and toxicology, or international agriculture. Considerable opportunity for study exists in joint programs with bacteriology, toxicology, biochemistry, the interdepartmental graduate program in nutritional sciences, genetics, endocrinology, reproductive physiology training program, food science, physiology, agricultural and applied economics, biometry, cellular and molecular biology, pharmaceutical sciences, chemical and biological engineering, bio engineering, comparative biosciences, and anatomy.

The area of nutrition involves a joint degree with Animal Sciences and either the Department of Nutritional Sciences or the Department of Biochemistry. Usually, students work with professors from both departments so fundamental concepts complement practical applications. Ruminant nutrition candidates often minor or have a joint major in the Department of Bacteriology. Nutritional research ranges from field studies to laboratory biochemical studies.

The endocrinology–reproductive physiology area ranges from hormonal studies with livestock, primates, and laboratory animals to biochemical studies at the cellular level including stem cell biology. These studies include mechanism of gene action, physiological genetics, in vitro maturation, fertilization, embryo development, cloning and gene transfer, neuroendocrinology, and the environmental and genetic control of puberty and postpartum anestrus.

The genetics–animal breeding focus includes a variety of areas from immunogenetics and molecular genetics to quantitative and population genetics. The animal breeding program seeks to develop, evaluate, and apply classical, quantitative, biochemical, and physiological genetics toward improving animal breeding techniques. Studies range from theoretical considerations of quantitative genetics to laboratory experimentation on genetic controls of growth and reproduction, gene transfer and cloning to field experimentation on producer herds and flocks. Candidates may minor in several areas including genetics, statistics, physiology, or biochemistry.

Meat science and muscle biology studies probe the relationship of muscle structure, composition, and metabolism to growth, the contractile function, and meat quality. Similar studies related to adipose tissue are included. This fundamental research is applied to muscle efficiency and improved retail meat quality and composition.

The area of cellular biology, animal health, immunity, and toxicology includes basic research which seeks to develop an understanding of cellular/subcellular structure and function, cell regulation, and cell–cell interactions. Cell function, as it relates to mechanisms of immunity and the effects of natural and synthetic compounds, forms the basis for investigations using in vitro and in vivo, whole animal, model systems. Results of fundamental studies are directly applicable and coordinated with ongoing applied research programs in animal and human health.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>August 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>May 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a Requirements/</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

Students with satisfactory undergraduate training in any biological science including emphasis on basic science courses will have suitable backgrounds for graduate studies in Animal Sciences. Typically students admitted to the program have GPAs of 3.2 or higher; candidates with a lower GPA may be considered for admission under special circumstances. Admission decisions are based on academic record, GRE scores, three letters of recommendation, and Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS), if applicable.
Students are admitted to the program if a faculty member agrees to accept the candidate into his or her research group and to provide laboratory/desk space and research support, and upon the approval of the Animal Sciences Graduate Admissions Committee and the Graduate School. The faculty member also makes the decision of whether or not to offer a research assistantship to the candidate. International candidates in the Master of Science program rarely receive financial support.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Financial assistance may be available to qualified individuals in the form of research assistantships, teaching assistantships, or fellowships. Funding does not come from the department, but from the faculty member agreeing to advise the new student; therefore students join labs directly instead of doing rotations. Funding is awarded on a competitive basis and may be renewed annually pending satisfactory progress. Terms of these appointments are initially defined in the letter of offer to the student.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

- **Requirements Detail**
  - **Minimum Credit Requirement**: 32 credits
  - **Minimum Residence Credit Requirement**: 51 credits
  - **Minimum Graduate Coursework Requirement**: Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).
  - **Overall Graduate GPA Requirement**: 3.00 GPA required.
  - **Other Grade Requirements**: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.
  - **Assessments and Examinations**: The original research conducted by the candidate must be summarized in a thesis. A final examination will be given after the completion of the thesis. The thesis must be submitted to the examining committee two weeks before the examination. The candidate is required to present an exit seminar on their dissertation research and to subsequently defend the thesis orally. The thesis must be acceptable from both scientific and literary standpoints. The mentoring committee administers the thesis defense. Deposit of the doctoral dissertation in the Graduate School is required.
  - **Language Requirements**: Language requirements are determined on an individual basis with the major professor and will depend on the area of concentration within the department.
  - **Doctoral Minor/Breadth Requirements**: The Animal Sciences program requires Ph.D. students to complete a minor.

**REQUIRED COURSES**

All Animal Sciences Ph.D. students must meet with their research committee during their first year to complete their Certification Form (http://www.ansi.wisc.edu/cgstudentt.html). Once the committee has approved the certification paperwork the student must turn in the signed copy to the Graduate Coordinator so that it may be reviewed and approved by the graduate chair. The certification paperwork must be approved before a student can request their prelim warrant. Students should meet with their committee once per year. Any changes to the certification paperwork must be communicated to the graduate coordinator and approved by the graduate chair.

Students graduating with a Ph.D. in Animal Sciences are expected to have core education in the following areas:

- Physiology/endocrinology/reproduction
- Biochemistry/nutrition
Courses taken prior to entering the Animal Sciences program will be considered as a substitute.

Seminar Requirement
The Animal Sciences Graduate seminar features outside speakers, UW faculty, and Animal Sciences graduate students presenting their research or defending their thesis. This course is held on Tuesday mornings during the fall semester from 11 a.m. to noon. Attendance is required at this seminar series by all Animal Sciences graduate students. Ph.D. students are required to register for the AN SCI 875 Special Topics (Animal Science Seminar) for credit twice. Although attendance is required, registering for the seminar for credit is done the semester a student presents.

Teaching Requirement
All students in the Animal Sciences Ph.D. program are required to complete a Teaching Practicum, usually AN SCI 799 Practicum in Animal Sciences Teaching. Each student is expected to work with the faculty advisor to identify an opportunity within the department for the student to engage in teaching. This requirement is broadly defined, and could include assisting an Animal Sciences faculty member with classroom teaching or TA’ing in a course outside of the department.

Enrollment Requirement
The program requires all funded students to be enrolled full time. For M.S. students this means at least 8 credits in the fall and spring term and at least 2 credits in the summer term. Students funded by another program should check with the payroll and benefits coordinator of that department to learn their requirements for enrollment. Unfunded students should follow the Graduate School’s rules on enrollment (https://grad.wisc.edu/documents/enrollment-requirements/).

The remainder of the course requirements for the Ph.D. in Animal Sciences will be selected to meet the student’s specific needs and to ensure breadth and depth as determined through consultation with his/her major professor and members of their committee.

Animal Nutrition Track

Recommended courses for the Ph.D. degree:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AN SCI/ DY SCI 824</td>
<td>Ruminant Nutritional Physiology I and Ruminant Nutritional Physiology II</td>
<td>1</td>
</tr>
<tr>
<td>AN SCI/ DY SCI 831</td>
<td>Seminar in Animal Nutrition</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 627</td>
<td>Advanced Nutrition: Minerals</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 628</td>
<td>Advanced Nutrition: Vitamins</td>
<td>1</td>
</tr>
<tr>
<td>COMP BIO 506</td>
<td>Veterinary Physiology B</td>
<td>1</td>
</tr>
<tr>
<td>COMP BIO 551</td>
<td>Veterinary Physiology A</td>
<td>1</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td>1</td>
</tr>
<tr>
<td>&amp; STAT/F&amp;W ECOL/HORT 572</td>
<td>Statistical Methods for Bioscience II</td>
<td>1</td>
</tr>
<tr>
<td>GENETICS 466</td>
<td>Principles of Genetics</td>
<td>1</td>
</tr>
<tr>
<td>AN SCI/DY SCI/GENETICS 951</td>
<td>Seminar in Animal Breeding (every semester)</td>
<td>1</td>
</tr>
<tr>
<td>AN SCI 799</td>
<td>Practicum in Animal Breeding (every semester)</td>
<td>1</td>
</tr>
</tbody>
</table>

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

These degree programs are supported by the Animal Nutrition Emphasis Group in the IGPNS program (https://nutrisci.wisc.edu/graduate/m-s-p-h-d/animal-nutrition-emphasis-group/). Animal Sciences faculty members also have the option of offering an M.S. or Ph.D. degree in Nutritional Sciences as members of the Animal Nutrition Emphasis Group in IGPNS.

Animal Breeding & Genetics Track

PhD students with a quantitative bent are also required to complete:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AN SCI 610</td>
<td>Quantitative Genetics</td>
<td>1</td>
</tr>
<tr>
<td>AN SCI 875</td>
<td>Special Topics (Linear Models for Quantitative Genetics or Molecular Genetics for Animal Breeding)</td>
<td>1</td>
</tr>
</tbody>
</table>

Endocrinology & Reproductive Physiology Track

Select one course from each section A, B, and C:

A.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td>1</td>
</tr>
</tbody>
</table>

B.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AN SCI 875</td>
<td>Special Topics (Endocrine Physiology)</td>
<td>1</td>
</tr>
<tr>
<td>BIOCHEM/PHMCOL-M/ZOOLOGY 630</td>
<td>Cellular Signal Transduction Mechanisms</td>
<td>1</td>
</tr>
</tbody>
</table>

C.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOCHEM 507</td>
<td>General Biochemistry I</td>
<td>1</td>
</tr>
<tr>
<td>&amp; BIOCHEM 508</td>
<td>and General Biochemistry II</td>
<td>1</td>
</tr>
<tr>
<td>BMOLCHEM 503</td>
<td>Human Biochemistry</td>
<td>1</td>
</tr>
</tbody>
</table>

D. Advanced Biochemistry

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AN SCI/DY SCI/OBS&amp;GYN/ZOOLOGY 954</td>
<td>Seminar in Endocrinology-Reproductive Physiology</td>
<td>1</td>
</tr>
</tbody>
</table>

F. Technical Writing

G. Advanced Statistics

H. Advanced Endocrinology

I. Advanced Reproduction
J. Advanced Topic Course. Select one of the following:

- Gamete and Embryo Biology
- Reproductive Patterns
- Selected Topics in Endocrinology-Reproductive Physiology
- Pregnancy, Parturition, and Lactation

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Meat Science & Muscle Biology Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AN SCI/FOOD SCI 305</td>
<td>Introduction to Meat Science and Technology</td>
<td>2</td>
</tr>
<tr>
<td>AN SCI 508</td>
<td>Poultry Products Technology</td>
<td>2</td>
</tr>
<tr>
<td>AN SCI/FOOD SCI 515</td>
<td>Commercial Meat Processing</td>
<td>2</td>
</tr>
<tr>
<td>AN SCI/FOOD SCI 710</td>
<td>Chemistry of the Food Lipids</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 507</td>
<td>General Biochemistry I</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 508</td>
<td>General Biochemistry II</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/NUTR SCI 510</td>
<td>Nutritional Biochemistry and Metabolism</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 550</td>
<td>Principles of Human Disease and Biotechnology</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 601</td>
<td>Protein and Enzyme Structure and Function</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/GENETICS/MD GENET 620</td>
<td>Eukaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 624</td>
<td>Mechanisms of Enzyme Action</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/PHMCOL-M/ZOOLOGY 630</td>
<td>Cellular Signal Transduction</td>
<td></td>
</tr>
<tr>
<td>CHEM 565</td>
<td>Biophysical Chemistry</td>
<td></td>
</tr>
<tr>
<td>CHEM 721</td>
<td>Instrumental Analysis</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 410</td>
<td>Food Chemistry</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 412</td>
<td>Food Analysis</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 432</td>
<td>Principles of Food Preservation</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 440</td>
<td>Principles of Food Engineering</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 514</td>
<td>Integrated Food Functionality</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 532</td>
<td>Integrated Food Manufacturing</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 550</td>
<td>Fermented Foods and Beverages</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 610</td>
<td>Food Proteins</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI/BSE 642</td>
<td>Food and Pharmaceutical Separations</td>
<td></td>
</tr>
<tr>
<td>MICROBIO/FOOD SCI 324</td>
<td>Food Microbiology Laboratory</td>
<td></td>
</tr>
<tr>
<td>MICROBIO/FOOD SCI 325</td>
<td>Food Microbiology</td>
<td></td>
</tr>
<tr>
<td>MICROBIO 526</td>
<td>Physiology of Microorganisms</td>
<td></td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Only one course from this group can be counted towards the credit load required in this section.

3 Required if an equivalent statistics course was not taken previously.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

For well-prepared advanced students, the program may accept prior graduate coursework from other institutions toward the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison.

UW–Madison Undergraduate

For well-prepared advanced students, the program may decide to accept up to 7 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

UW–Madison University Special

The program may decide to accept up to 15 University Special student credits as fulfillment of the minimum graduate residence, graduate
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probaion with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their committee on a yearly basis.

Your committee members advise and evaluate satisfactory progress, administer your final oral examination, evaluate your thesis, and sign your degree warrant. Your advisor chairs the committee. Ph.D. thesis committees must have at least five members representing more than one graduate program. Your committee must include three faculty members from the Animal Sciences program, and no more than four, and at least one faculty member outside the department at arm’s length to the project.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may require to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision
within 20 working days from the date of receipt of the written complaint.

c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.

d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER

RAs, the most common appointment in this department, are hired for 12 months with compensation set on a university-wide basis. The department has a few TAs who assist in instruction, preparing materials, directing labs, grading lab exercises and exams, etc. Special fellowships and scholarships are available for outstanding students. Application instructions may be obtained from the Graduate School website. A graduate student may be employed to assist professors not directly associated with their thesis.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The Animal Sciences graduate programs encourage students to develop Individual Development Plans (https://grad.wisc.edu/pd/idp/) in collaboration with their major advisor to facilitate professional development. Besides the extensive opportunities offered across the campus at large, students in the animal sciences program also benefit from activities and programs provided by the Animal Science Graduate Student Association, a student-led organization for graduate students at UW–Madison who are interested in animal and dairy science.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study.
3. Creates research, scholarship, or performance that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of the field of study to society.
6. Communicates complex ideas in a clear and understandable manner.
7. Fosters ethical and professional conduct.

PEOPLE

ANIMAL AND DAIRY SCIENCES DEPARTMENT

Professors

Weigel (Chair), Khatib (Associate Chair), Cabrera, Claus, Crenshaw, Fricke, Kirkpatrick, Parrish, Reed, Richards, Ricke, Rosa, Sindelar, Wattiaux, Wiltbank

Associate Professors

Hernandez, White

Assistant Professors

Adcock, Arriola Apelo, Dorea, Ferraretto, Guo, Laporta, Leone, Peñagaricano, Shanmuganayagam, Van Os

Instructors/Lecturers

Halbach, Kean, O’Rourke, Ronk, Williams

Student Services Coordinator

Liv Sandberg

Graduate Coordinator

Megan Sippel

DAIRY SCIENCE, DOCTORAL MINOR

Any student enrolled in a UW–Madison doctoral program can pursue a doctoral minor in Dairy Science. The doctoral minor offers substantial and systematic training in the field of dairy science and can be tailored to a student’s specific interests. A doctoral minor in Dairy Science is an excellent way to gain training and understanding in specific research areas and disciplines related to dairy science that can be applied to one’s research field and to one’s teaching.
ADMISSIONS

1. Doctoral students who wish to pursue an Option A external minor in Dairy Science should consult the graduate coordinator or chair of the Graduate Committee.

2. A Dairy Science faculty member with primary Animal and Dairy Sciences departmental appointment should be assigned as the minor program advisor. See #4.

3. A Minor program of study should be developed with and approved by the minor program advisor and the student’s major professor, early in the student’s graduate work. The proposed program must be submitted and approved upon or before the completion of 6 credits. See Doctoral Minor Program of Study Form.

4. When courses are complete, the Minor Program of Study form for the doctoral minor should be signed by the graduate student’s advisor and the chair of the Graduate Committee. The form should be submitted to the graduate coordinator at the time of the student’s preliminary exam. The graduate coordinator will send notification to the Graduate School of completion of the doctoral minor.

Dairy Science Primary Faculty Eligible to be Doctoral Minor Advisor:
Sebastian I Arriola Apelo, Victor Cabrera, Dave Combs, Paul Fricke, Laura Hernandez, Randy Shaver, Jennifer Van Os, Michel Wattiaux, Kent Weigel, Heather White, Milo Wiltbank

REQUIREMENTS

The student must achieve a 3.00 GPA in courses used to satisfy the minor requirement. Directed study courses do not count toward the minor nor do audits or pass/fail courses. A student may earn a doctoral minor in Dairy Science with 9 credits, if all 9 credits are in graduate-level courses pre-approved by the department.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DY SCI/AN SCI 414</td>
<td>Ruminant Nutrition &amp; Metabolism</td>
<td>3</td>
</tr>
<tr>
<td>DY SCI/AN SCI 434</td>
<td>Reproductive Physiology</td>
<td>3</td>
</tr>
<tr>
<td>DY SCI 534</td>
<td>Reproductive Management of Dairy Cattle</td>
<td>3</td>
</tr>
<tr>
<td>DY SCI 535</td>
<td>Dairy Farm Management Practicum</td>
<td>3</td>
</tr>
<tr>
<td>DY SCI/AN SCI 824</td>
<td>Ruminant Nutritional Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>DY SCI/AN SCI 825</td>
<td>Ruminant Nutritional Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>DY SCI 875</td>
<td>Special Topics 1</td>
<td>1-4</td>
</tr>
<tr>
<td>DY SCI/AN SCI 931</td>
<td>Seminar in Animal Nutrition</td>
<td>1</td>
</tr>
<tr>
<td>DY SCI/AN SCI/GENETICS 951</td>
<td>Seminar in Animal Breeding</td>
<td>1</td>
</tr>
<tr>
<td>DY SCI 900</td>
<td>Seminar (Departmental spring semester seminar and discipline-specific seminars of 1 credit each (up to 5 credits))</td>
<td>1</td>
</tr>
</tbody>
</table>

1 Topic options:
- Advanced Topics in Reproductive Physiology—3 credits
- International Teaching in Science & Engineering—2 credits
- Lactation Physiology—3 credits

ANIMAL AND DAIRY SCIENCES DEPARTMENT

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Instructors/Lecturers
Halbach, Kean, O’Rourke, Ronk, Williams

Student Services Coordinator
Liv Sandberg

Graduate Coordinator
Megan Sippel

DAIRY SCIENCE, M.S.

Two plans are available for graduate work leading to the Master of Science degree in Dairy Science. Students who plan to continue for the Ph.D. degree, or who expect to enter fields of work involving research, should take the M.S. degree with a track in research. Students who wish to obtain more specialized training, but are not planning for a research career, may pursue a degree strictly through course work.

The department offers one of the most comprehensive dairy science graduate programs in the country. Faculty interests and research funding in dairy science span diverse areas of focus. Fundamental training in basic science fields related to these phases of dairy science is required. Minimum admissions requirements of the Graduate School must be met. Specific degree requirements are available from the department.

There are six program areas for prospective applicants to review and choose from—see website (https://andysci.wisc.edu/students/graduate/).

Students are offered a challenging research and educational opportunity in well-equipped laboratories with modern instrumentation. Students in dairy cattle nutrition may work in collaboration with laboratories of the US Dairy Forage Research Center as well as those of the Dairy Science Department. Dairy cattle at four locations are maintained by the department for both intensive and extensive experimental work.

Research is directed toward gaining greater understanding of the biology of dairy species with emphasis on dairy cattle, and improving usefulness of these species to society by modifying milk composition, improving animal health, assessing environmental impact, and enhancing economic
efficiency. Current research emphases include developing and using molecular markers and genome maps to improve accuracy of selection and speed the rate of genetic improvement; developing and applying statistical methods for estimating genetic merit of individual animals and genetic parameters of populations from performance records; studying digestive and metabolic processes in lactating ruminants to improve production efficiency and health; enhancing utilization of forage nutrients by high-producing cows through modifications of the forage plants, harvesting and storage methods, and supplemental ration ingredients; development of reproduction management programs that optimize facility and profitability of dairy farms; understanding regulation of ovarian function and the regulation of fertility in lactating dairy cows; developing and evaluating milking, feeding, record-keeping, and decision and organizational systems that contribute to profitable dairy enterprises in a changing dairy economy; management factors affecting animal health and well-being.

About one-half of the department graduate students are domestic students, with two-thirds of those students Wisconsin residents, one-third out-of-state students, and one-half of the graduate students are international students. This diversity brings a national and global perspective to research, instruction, extension, and cultural understanding.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet the minimum requirements** ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>August 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>May 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3 Required</td>
</tr>
</tbody>
</table>

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Research assistantships are awarded to well-qualified students on a competitive basis. Around 70 percent of M.S. and Ph.D. candidates in dairy science are supported by research assistantships. Funding does not come from the department, but from the faculty member agreeing to advise the new student. Therefore, a student joins a lab directly instead of doing rotations. Funding is awarded on a competitive basis and may
be renewed annually pending satisfactory progress. Terms of these appointments are defined in the letter of offer to the student.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

REQUISITE COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DY SCI 900</td>
<td>Seminar (Every graduate student in the department is required to take this course every spring.)</td>
<td>1</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

Language Requirements

No language requirements.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

A minimum of 16 graduate credits must be taken while a graduate student at UW–Madison.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree may count toward the M.S. degree.

UW–Madison University Special

Courses taken post-B.S. as a University Special student do not automatically count toward a graduate degree. A maximum of 15 credits may be allowed for courses numbered 300 or above if difference in tuition is paid.
PROBATION

In compliance with Graduate School policy, listed below, and at discretion of M.S. committee.

If students were admitted on probation and they satisfy the conditions outlined at the time of admission, probationary status will be removed automatically. Once their studies have begun, students are expected to make satisfactory progress toward their degree. Students must be in good academic standing with the Graduate School, their program, and their advisor. The Graduate School regularly reviews the record of any student who received grades of BC, C, D, F, or I in graduate-level courses (300 or above), or grades of U in research and thesis. This review could result in academic probation with a hold on future enrollment, and the student may be suspended from graduate studies.

The Graduate School may also put students on probation for incompletes not cleared within one term. All incomplete grades must be resolved before a degree is granted.

ADVISOR / COMMITTEE

The Dairy Science program offers six different program areas for potential graduate students: https://dysci.wisc.edu/prospective-students/graduate/. The focus of research or coursework varies from student to student and is dependent on the agreement of the student’s graduate committee. All M.S. students have guidelines to be completed prior to or during study as detailed in the Master’s Certification forms https://dysci.wisc.edu/dairy-science-certification-forms/. These areas include:

• Forming a mentor committee (by end of the first semester) for either M.S. plan:
  • M.S. – course track requirements
  • M.S. – research track requirements

Successful completion of the following items. These must be completed in a timely fashion or the student will not be allowed to continue registration. Please note that minimum requirements are provided; however, successful completion of the M.S. degree also requires making a research contribution to the scientific literature.

• Meet with the M.S. committee. Approve plan for coursework and review of literature and determine immediate research plans (by end of second semester)
  • With the mentor committee, form a plan of coursework (by end of the second semester) including:
    • Biochemistry
    • Statistics (300 level or above)
  • Dairy or Animal Science Courses:
    • Genetics (300 level or above, at least 2 credits with grade of B or better)
    • Nutrition (300 level or above, at least 2 credits with grade of B or better)
    • Physiology (300 level or above, at least 2 credits with grade of B or better)
    • Management (300 level or above, at least 2 credits with grade of B or better)

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Form an M.S. mentor committee by end of first semester.

Meet with M.S. committee to approve plan for coursework and review of literature by end of second semester.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  • Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  • Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  • Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  • Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  • Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  • Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  • Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  • Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.
1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
The Dairy Science program has a rolling admission policy. Campus visits are recommended along with direct departmental faculty contacts. Funding may be available for a research assistant position from a faculty member if an applicant meets their research requirements. No applicant can be seriously considered until they have submitted an application to the UW–Madison Graduate School with the supporting documentation.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Understand and summarize ideas and concepts, into a coherent biological model, research problem(s), and research project that will go beyond the current boundaries of knowledge within Dairy Science.
2. Create research and scholarship that makes a substantive contribution to the field of Dairy Science.
3. Orally communicate complex ideas in a clear and understandable manner in a scientific journal, complex ideas and research results.
4. Statistically analyze data, summarize the results in tables and/or graphs, and provide valid interpretation of the results.
5. Communicate in accurate written English and in the format of a scientific journal, complex ideas and research results.
6. Foster ethical and professional conduct and have knowledge in a broad range of areas that are important for their professional development.

PEOPLE

ANIMAL AND DAIRY SCIENCES
DEPARTMENT

Professors
Weigel (Chair), Khatib (Associate Chair), Cabrera, Claus, Crenshaw, Frice, Kirkpatrick, Parrish, Reed, Richards, Ricke, Rosa, Sindelar, Wattiaux, Wiltbank

Associate Professors
Hernandez, White

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Instructors/Lecturers
Halbach, Kean, O’Rourke, Ronk, Williams

Student Services Coordinator
Liv Sandberg
Graduate Coordinator
Megan Sippel

DAIRY SCIENCE, PH.D.

Training for the Ph.D. degree prepares the candidate for a career of university teaching, research, and extension; for research in industrial or government laboratories; or for technical service in industry. The department office maintains specific information concerning career placements.

The greatest share of Ph.D. training will be achieved through selection and pursuit of a research project in a phase of dairy science in which the student has a strong interest. Students exercise individual initiative in the planning and execution of research projects. Because of the long-term nature of large-animal research, every effort is made to start students on research problems early in their graduate careers.

A Doctoral Minor in Dairy Science (http://guide.wisc.edu/graduate/dairy-science/dairy-science-doctoral-minor/) is available to doctoral students majoring in other departments. The information and required forms can be found on this website (https://andysci.wisc.edu/dairy-science-certification-forms/). Contact the department for specific requirements or questions.

The department offers one of the most comprehensive dairy science graduate programs in the country. Faculty interests and research funding in dairy science span diverse areas of focus. Fundamental training in basic science fields related to these phases of dairy science is required. Minimum admissions requirements of the Graduate School must be met. Specific degree requirements are available from the department.

There are six program areas for prospective applicants to review and choose from—see website (https://andysci.wisc.edu/students/graduate/).

Students are offered a challenging research and educational opportunity in well-equipped laboratories with modern instrumentation. Students in dairy cattle nutrition may work in collaboration with laboratories of the US Dairy Forage Research Center as well as those of the Dairy Science Department. Dairy cattle at four locations are maintained by the department for both intensive and extensive experimental work.

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About one-half of the department graduate students are domestic students, with two-thirds of those students Wisconsin residents, one-third out-of-state students, and one-half of the graduate students are international students. This diversity brings a national and global perspective to research, instruction, extension, and cultural understanding.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Master's degrees in biology, biochemistry, or genetics, as well as dairy or animal science, provide excellent background for doctoral study in Dairy Science. Regardless of major, preparation should include biology (molecular, cellular, and population), physiology, chemistry (general and organic), mathematics (through calculus), and physics. Typically, students admitted to the doctoral program have a GPA of 3.2 or higher. Candidates without a master's degree can be considered under special circumstances.

Documents Required By the Program:

1. Personal statement/reasons for graduate study: see website. (https://grad.wisc.edu/prospective/prepare/statement/)

2. Three letters of recommendation. The process for letters of recommendation is explained on this website. (https://grad.wisc.edu/admissions/faq/#rec) Letters should be from faculty who are familiar with your academic abilities and goals. Letters from supervisors that provide a character reference are also acceptable. The letters of recommendation should be submitted with the online application.
3. Official transcripts or academic records from each institution attended. These can be scanned and included with the electronic application. Original official transcripts will be required by the Graduate School if a department recommends applicant for admission.

The Graduate School Checklist tells you what you must include in your electronic application: see website. (https://grad.wisc.edu/admissions/process/)

International students should apply as early as possible. If you are recommended for admission and admitted, extra time will be needed to process visa documents.

Faculty Review of Completed Applications:

Most applicants have contacted program faculty directly with respect to an interest in their area of research. This means that a faculty member may be aware of an applicant’s name and background prior to reviewing a completed application for Graduate School. It is recommended that applicants contact the faculty member(s) with the area(s) of research that interests them and that they wish to pursue.

If a faculty member is interested in a completed application, the applicant will be contacted by them personally. If a faculty member is interested in accepting an applicant, a recommendation for admission will be sent to the Graduate School. The Graduate School will make the final determination for admission.

Our graduate faculty have approximately two weeks prior to the start of the semester to recommend domestic students and approximately six weeks prior to the start of the semester to recommend international students.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Research assistantships are awarded to well-qualified students on a competitive basis. Around 70 percent of M.S. and Ph.D. candidates in dairy science are supported by research assistantships. Funding does not come from the department, but from the faculty member agreeing to advise the new student. Therefore, a student joins a lab directly instead of doing rotations. Funding is awarded on a competitive basis and may be renewed annually pending satisfactory progress. Terms of these appointments are defined in the letter of offer to the student.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>51 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>No other specific grade requirements.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Schedule preliminary examination and file request for preliminary examination (by end of fourth semester).</td>
</tr>
<tr>
<td></td>
<td>Complete written preliminary examination; complete oral preliminary examination (by end of fifth semester). If passed, warrant should be signed and returned to the Graduate School. Student will be a dissertator.</td>
</tr>
<tr>
<td></td>
<td>Complete research and thesis. Regular meetings with the committee are expected. Request for final examination (includes documentation that exam requirements have been met). Final defense and examination.</td>
</tr>
</tbody>
</table>

Language Requirements | No language requirements. |

Doctoral Minor/Breadth Requirements | All doctoral students are required to complete a minor. |
REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DY SCI 900</td>
<td>Seminar (Every graduate student in the department is required to take this course every spring.)</td>
<td>1</td>
</tr>
</tbody>
</table>

Biochemistry Course (must require Organic Chemistry as a prerequisite)

Statistics Course

Dairy or Animal Science Courses
- One course (at least 2 credits, grade of B or better) in each of the following:
  - Animal Genetics
  - Ruminant or Animal Nutrition
  - Animal Physiology
  - Dairy Cattle Management

Special Skills
- Complete a course in two of the following three areas:
  - Educational Principles (DY SCI 799 or other approved course)
  - Technical Writing course or Writing Practicum
  - Advanced course in Philosophy of Science, History of Science, or Ethics of Science

There are no other specific courses required. Depending on which of the six program areas of research is involved, the doctoral graduate student and their mentor committee decide on a plan of study to be completed during the research program. All selected courses must be agreed upon by the student’s graduate committee members and approved by the program certification committee. There are forms developed by the program certification committee that provide written guidelines and must be processed in a timely manner for Ph.D. students in the Dairy Science program, https://dysci.wisc.edu/dairy-science-certification-forms/. All submitted forms are reviewed by the certification committee chairperson.

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
The department may decide to accept coursework completed outside of the student’s graduate career at UW-Madison when those courses are rigorous and meet the expectations of a graduate work for the degree. Coursework earned five or more years prior to admission to a master’s degree or coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
For well-prepared advanced students, the department may decide to accept up to 7 credits, numbered 300 or above, completed at UW-Madison toward fulfillment of minimum degree credit requirements. These credits would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

UW–Madison University Special
Courses taken post-B.S. as a University Special student do not automatically count toward a graduate degree. A maximum of 15 credits may be allowed for courses numbered 300 or above as fulfillment of the minimum graduate residence credits. UW-Madison coursework taken as a University Special Student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

If Special student credits are applied toward a UW-Madison graduate degree, it will be required to pay the difference between the cost of the Special student credits and graduate credits.

PROBATION
In compliance with Graduate School policy, listed below, and at discretion of Ph.D. committee.

If students were admitted on probation and they satisfy the conditions outlined at the time of admission, probationary status will be removed automatically. Once their studies have begun, students are expected to make satisfactory progress toward their degree.

Students must be in good academic standing with the Graduate School, their program, and their advisor. The Graduate School regularly reviews the record of any student who received grades of BC, C, D, F, or I in graduate-level courses (300 or above), or grades of U in research and thesis. This review could result in academic probation with a hold on future enrollment, and the student may be suspended from graduate studies.

The Graduate School may also put students on probation for incompletes not cleared within one term. All incomplete grades must be resolved before a degree is granted.

ADVISOR / COMMITTEE
To complete the Ph.D. degree in Dairy Science, successful completion of the following items is required. These must be completed in a timely fashion or the student will not be allowed to continue registration. Please note that minimum requirements are provided, however successful completion of the Ph.D. requires achievement of the standing of demonstrated scientist, through your Ph.D. program and by making a significant research contribution to the scientific literature.

- Form a Ph.D. mentor and examination committee (by end of first semester).
- Meet with the Ph.D. committee. Develop and approve a plan of coursework consistent with approved research plans (by end of second semester).

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Form a Ph.D. mentor and examination committee by end of first semester.

Meet with the Ph.D. committee. Approve coursework and immediate research plans by end of second semester.
Schedule preliminary examination and file request for preliminary examination by end of fourth semester.

Complete written preliminary examination; complete oral preliminary examination by end of fifth semester.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program_departmental or school_college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**College of Agricultural and Life Sciences: Grievance Policy**

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the
complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
The Dairy Science program has a rolling admission policy. Campus visits are recommended along with direct program faculty contacts. Funding may be available for a research assistant position from a faculty member if an applicant meets their research requirements. No applicant can be seriously considered until they have submitted an application to the UW-Madison Graduate School with the supporting documentation.

PROFESSIONAL DEVELOPMENT
GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Understand and summarize ideas and concepts, into a coherent biological model, research problem(s), and research project that will go beyond the current boundaries of knowledge within Dairy Science.
2. Create research and scholarship that makes a substantive contribution to the field of Dairy Science.
3. Orally communicate complex ideas in a clear and understandable manner in a scientific, classroom, and/or industry setting.
4. Statistically analyze data, summarize the results in tables and/or graphs, and provide valid interpretation of the results.
5. Communicate in accurate written English and in the format of a scientific journal, complex ideas and research results.
6. Foster ethical and professional conduct and have knowledge in a broad range of areas that are important for their professional development.

ANIMAL AND DAIRY SCIENCES DEPARTMENT
Professors
Weigel (Chair), Khatib (Associate Chair), Cabrera, Claus, Crenshaw, Fricke, Kirkpatrick, Parrish, Reed, Richards, Ricke, Rosa, Sindelar, Wattiaux, Wiltbank

Associate Professors
Hernandez, White

Assistant Professors
Adcock, Arriola Apelo, Dorea, Ferraretto, Guo, Laporta, Leone, Peñagaricano, Shanmuganayagam, Van Os

Instructors/Lecturers

Halbach, Kean, O'Rourke, Ronk, Williams

Student Services Coordinator
Liv Sandberg

Graduate Coordinator
Megan Sippel

ANTHROPOLOGY
DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES
• Anthropology, Doctoral Minor (p. 107)
• Anthropology, M.A. (p. 107)
• Anthropology, M.S. (p. 110)
• Anthropology, Ph.D. (p. 113)

PEOPLE
Faculty: See Anthropology (http://anthropology.wisc.edu/faculty/).

ANTHROPOLOGY, DOCTORAL MINOR
REQUIREMENTS
Graduate students in other fields who desire to elect anthropology as a minor subject should contact the chair of the department. As a rule, prior preparation must equal 12 credits in social sciences, of which two should be in anthropology (http://guide.wisc.edu/courses/anthro/) unless the area of concentration is to be a non-cultural field. Four courses must be taken, with the program of courses arranged to provide either

1. a general coverage of the field, or
2. concentration in biological anthropology, cultural anthropology, or archaeology.

Successful completion of the course program will satisfy the minor requirement.

PEOPLE
Faculty: See Anthropology (http://anthropology.wisc.edu/faculty/).

ANTHROPOLOGY, M.A.
The primary focus of the anthropology graduate program is the doctoral degree. A master’s degree is awarded in the process of pursuing the Ph.D., but students are not admitted for the sole purpose of obtaining a master’s degree.
At the master’s level, it is expected that candidates will begin to gain professional competence in a specialized field and will have the opportunity to explore a wide spectrum of interests within that field.

Programs for the master’s degree in anthropology are intended to build professional competence in the field of concentration. Thorough undergraduate preparation is assumed. Basic training in archaeology, biological anthropology, and sociocultural anthropology, taken as an undergraduate major in anthropology, is recommended. Specific requirements vary for each concentration. Students are encouraged to consult Graduate Studies in Anthropology (https://www.anthropology.wisc.edu/graduate-study/anthropology-masters-phd/) for details on requirements for each concentration.

Concentrations within the major are available in archaeology, social and cultural anthropology, biological anthropology, or an intersectional degree track (see description below).

All programs assume that candidates have had general undergraduate training in the discipline equivalent to that required of an undergraduate major at UW–Madison. See Anthropology (https://www.anthropology.wisc.edu/).

INTERSECTIONAL DEGREE TRACK

Occasionally students have special interests that can be pursued only through a combined program involving two or more of the sub disciplines within the program. Examples might include paleoanthropology, ethno archaeology, or biocultural anthropology. The department offers an intersectional degree track as an option for these special cases. Interested students should write a carefully prepared statement of intent at the time of application to graduate school. This area of study may take longer to complete, and it is strongly suggested that students who are interested in an intersectional program begin in one of the three major sections prior to making this commitment. Admission to the intersectional program requires prior approval by faculty in each section, and students should contact appropriate faculty before writing their statement.

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (https://www.anthropology.wisc.edu/graduate-study/admissions/).

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (p. 114).

FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
Language study will be required for many students; Requirements specifics are determined in consultation with the advisor and co-advisor.

**REQUIRED COURSES**

Students choose from one of four concentrations/tracks (also referred to as "sections") in the department. Students in the Cultural concentration will earn a master of arts. Students in the Archaeology, Biological, or Intersectional concentrations will work their advisor and a department committee to determine if the coursework they take meets the requirements for a master of arts or a master of science.

**Archaeology Concentration Track**

Student must complete a total of 30 credits of graduate course work, including three seminars (ANTHRO 942 Seminar-Archaeological Problems) in archaeology. Substitutions for the required seminars in archaeology are not normally allowed. (Incoming M.A. students must take at least two seminars as a part of the Ph.D. requirements, and these courses may be taken before or after the qualifying examination.)

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Biological Concentration Track**

Student must complete a total of 30 credits of graduate course work. The following courses are strongly recommended in preparation for the general section of the qualifying examination:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHRO 303</td>
<td>Human Skeletal Anatomy</td>
<td>4</td>
</tr>
<tr>
<td>ANTHRO 601</td>
<td>Proseminar in Biological Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 603</td>
<td>Seminar in Evolutionary Theory</td>
<td>3</td>
</tr>
<tr>
<td>GENETICS 466</td>
<td>Principles of Genetics</td>
<td>3</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Cultural Concentration Track**

Minimum 30 credits of graduate course work, 15 credits in cultural anthropology, including ANTHRO 860 and ANTHRO 900, and one additional 900-level seminar (not to include ANTHRO 909 if continuing in Ph.D. program).

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Intersectional Concentration Track**

There are no specific courses required; students choose courses in consultation with their advisor.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

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**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**PRIOR COURSEWORK**

**UNIVERSITY POLICIES**

**GRADUATE WORK FROM OTHER INSTITUTIONS**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

With program approval students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

Progress criteria may be waived in special circumstances which must be stated in writing and approved by the appropriate section and signed by the department chair. Candidates not making satisfactory progress will be dropped from the program.

**ADVISOR / COMMITTEE**

Every graduate student will be assigned an advisor and a co/advisor. To ensure they are making satisfactory progress toward a degree, the Graduate School expects that students meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member from the major department responsible for providing advice regarding graduate studies.
CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Ph.D. qualifying examinations must be taken no later than the fourth semester and must be passed no later than the sixth semester.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
We have a limited amount of graduate student support through teaching assistantships and fellowships. These are awarded competitively, and are only awarded to those applicants who have all their materials in by the December 1 deadline.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in either biological, archaeological, or cultural anthropology.
2. Identifies relevant data and assembles evidence pertaining to questions or challenges in one of the three subfields of anthropology taught in this department.
3. Demonstrates understanding of the primary field of study in historical, social, or global/transnational contexts as revealed in the qualifying exam.
4. Selects and/or utilizes the most appropriate methodologies and practices in the sub-discipline.
5. Evaluates or synthesizes information pertaining to questions or challenges in one of the three subfields of anthropology taught in this department.
6. Communicates clearly in ways appropriate to the field of study.
7. Follows ethical principles of the discipline including respect and sensitivity to host cultures and communities, inclusiveness and diversity, civility and collegiality, and zero tolerance for sexual harassment.

PEOPLE

Faculty: See Anthropology (http://anthropology.wisc.edu/faculty/).

ANTHROPOLOGY, M.S.

The primary focus of the anthropology graduate program is the doctoral degree. A master's degree is awarded in the process of pursuing the Ph.D., but students are not admitted for the sole purpose of obtaining a master's degree.

At the master's level, it is expected that candidates will begin to gain professional competence in a specialized field and will have the opportunity to explore a wide spectrum of interests within that field.

Programs for the master's degree in anthropology are intended to build professional competence in the field of concentration. Thorough undergraduate preparation is assumed. Basic training in archaeology, biological anthropology, and sociocultural anthropology, taken as an undergraduate major in anthropology, is recommended. Specific requirements vary for each concentration. Students are encouraged to consult Graduate Studies in Anthropology (https://www.anthropology.wisc.edu/graduate-study/anthropology-masters-phd/) for details on requirements for each concentration.
Concentrations within the major are available in archaeology, social and cultural anthropology, biological anthropology, or an intersectional degree track (see description below).

All programs assume that candidates have had general undergraduate training in the discipline equivalent to that required of an undergraduate major at UW–Madison. See Anthropology (https://www.anthropology.wisc.edu/).

INTERSECTIONAL DEGREE TRACK

Occasionally students have special interests that can be pursued only through a combined program involving two or more of the sub disciplines within the program. Examples might include paleoanthropology, ethnography, archaeology, or biocultural anthropology. The department thus offers an intersectional degree track as an option for these special cases. Interested students should write a carefully prepared statement of intent at the time of application to graduate school. This area of study may take longer to complete, and it is strongly suggested that students who are interested in an intersectional program begin in one of the three major sections prior to making this commitment. Admission to the intersectional program requires prior approval by faculty in each section, and students should contact appropriate faculty before writing their statement.

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (https://www.anthropology.wisc.edu/graduate-study/admissions/)

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (p. 114).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Degree coursework must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
<td></td>
</tr>
<tr>
<td>Overall Graduate GPA</td>
<td>A GPA of 3.5. No less than 3.0 during the first year; must have a 3.5 thereafter.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Candidates may not have a GPA lower than 3.0 during the first year and must maintain a 3.5 GPA every year thereafter. Candidates may not carry more than 4 credits of Incomplete at any one time; credits of Incomplete over this limit are counted as grades of F for purposes of the GPA until removed.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Successful completion of a comprehensive master’s exam or a Ph.D. qualifying examination is required.</td>
</tr>
<tr>
<td>Language</td>
<td>Language study will be required for many students; specific requirements are determined in consultation with the advisor and co-advisor.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Students choose from one of four concentrations/tracks (also referred to as "sections") in the department. Students in the Cultural concentration will earn a master of arts. Students in the Archaeology, Biological, or Intersectional concentrations will work their advisor and a department committee to determine if the coursework they take meets the requirements for a master of arts or a master of science. If students are...
interested in the Cultural concentration, they should see information about the master of arts (p. 108).

**Archaeology Concentration Track**

Student must complete a total of 30 credits of graduate coursework, including three seminars (ANTHRO 942 Seminar-Archaeological Problems) in archaeology. Substitutions for the required seminars in archaeology are not normally allowed. (Incoming M.A. students must take at least two seminars as a part of the Ph.D. requirements, and these classes may be taken before or after the qualifying examination.)

**Biological Concentration Track**

Student must complete a total of 30 credits of graduate coursework. The following courses are strongly recommended in preparation for the general section of the qualifying examination:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHRO 303</td>
<td>Human Skeletal Anatomy</td>
<td>4</td>
</tr>
<tr>
<td>ANTHRO 601</td>
<td>Proseminar in Biological Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 603</td>
<td>Seminar in Evolutionary Theory</td>
<td>3</td>
</tr>
<tr>
<td>GENETICS 466</td>
<td>Principles of Genetics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Intersectional Concentration Track**

There are no specific courses required; students choose courses in consultation with their advisor.

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW-Madison Undergraduate**

No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.

**UW-Madison University Special**

With program approval students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW-Madison Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

Progress criteria may be waived in special circumstances which must be stated in writing and approved by the appropriate section and signed by the department chair. Candidates not making satisfactory progress will be dropped from the program.

**ADVISOR / COMMITTEE**

Every graduate student will be assigned an advisor and a co-advisor. To ensure they are making satisfactory progress toward a degree, the Graduate School expects that students meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member from the major department responsible for providing advice regarding graduate studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Ph.D. qualifying examinations must be taken no later than the fourth semester and must be passed no later than the sixth semester.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosr.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in either biological, archaeological, or cultural anthropology.

2. Identifies relevant data and assembles evidence pertaining to questions or challenges in one of the three subfields of anthropology taught in this department.

3. Demonstrates understanding of the primary field of study in historical, social, or global/transnational contexts as revealed in the qualifying exam.

4. Selects and/or utilizes the most appropriate methodologies and practices in the sub-discipline.

5. Evaluates or synthesizes information pertaining to questions or challenges in one of the three subfields of anthropology taught in this department.

6. Communicates clearly in ways appropriate to the field of study.

7. Follows ethical principles of the discipline including respect and sensitivity to host cultures and communities, inclusiveness and diversity, civility and collegiality, and zero tolerance for sexual harassment.

PEOPLE

Faculty: See Anthropology (http://anthropology.wisc.edu/faculty/).

ANTHROPOLOGY, PH.D.

The Ph.D. program assumes previous broad anthropological training in the undergraduate major and competence in a special field at the master's level (see Graduate Studies in Anthropology (http://www.anthropology.wisc.edu/study_grad.php)). Ph.D. programs are flexible in content and are constructed individually within the field of specialization by the candidate, in consultation with the appropriate faculty.

Students working toward the Ph.D. degree in anthropology who prefer to pursue a program leading to a specialization in, for example, linguistic anthropology, may elect to take a joint degree. The requirements for such candidates will be determined by the certification committee, which includes members of the participating departments, and must be approved by the Graduate School.

Within the doctoral program, students are expected to seek additional training in areas relating to the field of concentration; in most cases, such related subjects may be taken as the required minor program. The archaeologist, for example, should elect course work in surveying, geology, cartography, zoology, history, and so on, depending on special interests. The biological anthropologist is expected to take work in comparative anatomy, human anatomy, genetics, and other biological sciences. The cultural or social anthropologist are encouraged to take further work in area studies, geography, history, history of science, linguistics, political science, psychology, sociology, and related fields.

The university and vicinity provide many opportunities and facilities for training and research including specialized area and language programs, accessible American Indian reservations, significant archaeological sites, and important archaeological collections. Anthropological fieldwork is conducted in various parts of the world, and there is normally an archaeological field school every second summer. The department has major laboratories for biological anthropology and archaeology, and collaborates with the Center for Climatic Research. The archaeology laboratories maintain comparative collections; microscopes; a thin-section lab; a lab of archaeological chemistry; computerized drafting equipment; and modern drafting, computing, and analytical equipment for research and teaching. Facilities for training and research in biological anthropology include well-equipped laboratories for human and nonhuman primate skeletal biology, wet lab facilities, and computational laboratory with 3D printing and morphometrics, in addition to two large teaching laboratories.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

OTHER

We have a limited amount of graduate student support through teaching assistantships and fellowships. These are awarded competitively, and are only awarded to those applicants who have all their materials in by the December 1 deadline.

Faculty and Staff: See the Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)

Graduate School: See Graduate School (https://grad.wisc.edu/)

Dean of Students Office: See Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)

Employee Assistance: See Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)

Employee Disability Resource Office: See Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)

Graduate School: See Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)

Office of Compliance: See Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)

Office of Student Conduct and Community Standards: See Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)

Ombuds Office for Faculty and Staff: See Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)

Title IX: See Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.
Concentrations within the major are available in archaeology, social and cultural anthropology, biological anthropology, or an intersectional degree track (see description below).

All programs assume that candidates have had general undergraduate training in the discipline equivalent to that required of an undergraduate major at UW–Madison. See Anthropology (http://guide.wisc.edu/undergraduate/letters-science/anthropology/anthropology-ba/#requirementstext).

**INTERSECTIONAL DEGREE TRACK**

Occasionally students have special interests that can be pursued only through a combined program involving two or more of the subdisciplines within the program. Examples might include paleoanthropology, ethnoarchaeology, or biocultural anthropology. The department offers an intersectional degree track as an option for these special cases. Interested students should write a carefully prepared statement of intent at the time of application to graduate school. This area of study may take longer to complete, and it is strongly suggested that students who are interested in an intersectional program begin in one of the three major sections prior to making this commitment. Admission to the intersectional program requires prior approval by faculty in each section, and students should contact appropriate faculty before writing their statement.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

### Requirements

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
</tbody>
</table>

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program's website (http://www.anthropology.wisc.edu/graduate-study/applying-to-our-graduate-program/) for details.

**GRADUATE STUDY**

Students interested in pursuing degrees in anthropology at the University of Wisconsin–Madison will find themselves members of a vibrant intellectual community. The university is an important crossroads where a diversity of debate and intellectual exchange can be found. The department is actively involved in this diverse community and regularly invites renowned scholars from all over the world to give talks and hold seminars. When a new student is admitted to the department, that student also becomes a colleague to a diverse group of scholars.

The department recognizes that the methods, perspectives, and theoretical orientation originating in anthropology have now invigorated many other disciplines. This blurring of the borders between disciplines has created a cross-fertilization that is unprecedented in the history of Western academics. The department encourages students to take part in this process, as it relates both to intradisciplinary relationships within the sections and to interdisciplinary relationships between departments.

The primary focus of the Department of Anthropology is on the doctoral degree. A master's degree is awarded in the process of pursuing the Ph.D., but students are not admitted for the sole purpose of obtaining a master's degree.

The Department of Anthropology offers prospective graduate students the opportunity to pursue study within one of three major subfields of contemporary anthropology: archaeology, biological anthropology, and cultural anthropology plus an intersectional degree (see below for more information on these programs).

**ADMISSIONS**

The anthropology department offers three major fields of study in contemporary anthropology: archaeology, biological anthropology, and cultural anthropology, or within the intersectional degree program.

The primary focus of the Department of Anthropology is the doctoral degree. A master’s degree is awarded in the process of pursuing the Ph.D.; students are not admitted for the sole purpose of obtaining a master’s degree.

Contact Anthropology Graduate Advisor Associate Professor Nam Kim at 608-262-2187 or nckim2@wisc.edu (tpickering@wisc.edu) for information on your specific interests in anthropology. Connect with current anthropology graduate students through the UW student organization AnthroCircle (https://anthrocircle.wordpress.com/) to learn about their experience in our program.

**APPLICATION FOR GRADUATE STUDY IN ANTHROPOLOGY**

The application deadline is December 1 for the following fall semester.

All documents and test scores must be complete and submitted by December 1 for your application to be deemed complete for review and consideration. Please keep in mind that December 1 is the deadline for all anthropology admissions. Although the Graduate School will process your application, the department has a December 1 deadline, and may not process your application without supporting documentation. Please contact the graduate coordinator prior to sending your application if after December 1.
**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

A limited number of teaching, research, and project assistantships are available annually, with occasional special research work for qualified individuals in both laboratory and field situations. Students who are planning to study a language taught at UW–Madison are encouraged to contact the relevant Area Studies Program to explore the possibilities for a (FLAS) Foreign Language Area Studies Fellowship.

More information can be found here ([https://www.anthropology.wisc.edu/graduate-study/funding/](https://www.anthropology.wisc.edu/graduate-study/funding/)).

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
<th>Degree coursework must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>).</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td>A GPA of 3.50. No less than 3.0 during the first year; must have a 3.50 thereafter.</td>
<td>Graduation GPA</td>
<td>have a 3.50 thereafter.</td>
<td>Requirement</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Candidates may not have a GPA lower than 3.0 during the first year and must maintain a 3.5 GPA every year thereafter. Candidates may not carry more than 4 credits of Incomplete at any one time; credits of Incomplete over this limit are counted as grades of F for purposes of the GPA until removed.</td>
<td>Language Requirements</td>
<td>Language requirements are determined on an individual basis with the major professor and will depend on the area concentration within the department.</td>
<td></td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Ph.D. qualifying examinations must be taken no later than the fourth semester and must be passed no later than the sixth semester. Students must take preliminary examinations no later than the third semester after passage of the qualifying examinations, and must be passed no later than the fifth semester after qualifying examinations.</td>
<td>Doctoral Minor/Breadth Requirements</td>
<td>All doctoral students are required to complete a minor.</td>
<td></td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

Students choose from one of four concentrations/tracks (also referred to as "sections") in the department. Students earn an M.A. (p. 108) or M.S. (p. 111) on the way to the Ph.D. and should refer to the requirements on those pages for information about specific courses required.

All concentrations (archaeology, biological, cultural, intersectional) require one 300-level or above course in one of the other concentrations.

- **Archaeology Concentration Track**
  21 additional credits to the master’s degree, including two seminars in anthropology/archaeology.

- **Biological Concentration Track**
  21 additional credits to the master’s degree, including coursework relevant to field of specialization.
These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Cultural Concentration Track**
21 additional credits to the master’s degree, including at least one graduate seminar above the 900 level in addition to ANTHR 860 and ANTHRO 900 in the Department of Anthropology. In addition, students must also take ANTHRO 909, which may be taken as a directed study when it is not offered as a course by the department, and it affects a student’s progress. Substitutions for 900 level courses can only be made by petition to the Cultural Section.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Intersectional Concentration Track**
There are no specific courses required; students choose courses in consultation with their advisor.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**POLICIES**

**GRADUATE SCHOOL POLICIES**
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison Undergraduate
No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.

UW-Madison University Special
With program approval students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW-Madison Special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
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Progress criteria may be waived in special circumstances which must be stated in writing and approved by the appropriate section and signed by the department chair. Candidates not making satisfactory progress will be dropped from the program.

**ADVISOR / COMMITTEE**

Every graduate student will be assigned an advisor and a co-advisor. To ensure they are making satisfactory progress toward a degree, the Graduate School expects that students meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member from the major department responsible for providing advice regarding graduate studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Approval of a dissertation topic no later than the semester following passage of preliminary examinations is required.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dos.o.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
  - Dean of Students Office (https://dos.o.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
We have a limited amount of graduate student support through teaching assistantships and fellowships. These are awarded competitively, and are only awarded to those applicants who have all their materials in by the December 1 deadline.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within in either biological, archaeological or cultural anthropology in seminar papers and preliminary exam.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge in one of the three subfields above in the preliminary exam and dissertation.
3. Carry out original anthropological research and produce publishable work in the field including the writing of a dissertation; have a command of one or more foreign languages suited to their research when appropriate; actively compete for major intra- and extramural research grants; and teach effectively as assistants to professors in the department.
4. Communicate complex ideas in a clear and understandable manner.
5. Follows ethical principles of the discipline including respect and sensitivity to host cultures and communities, inclusiveness and diversity, civility and collegiality, and zero tolerance for sexual harassment.

ART

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES
• Art, Doctoral Minor (p. 117)
• Art, M.A. (p. 118)
• Art, MFA (p. 123)

ART, DOCTORAL MINOR
REQUIREMENTS
Doctoral students pursuing a minor in art must complete 9 credits of graduate-level coursework. Students must obtain faculty consent to enroll in intermediate- and advanced-level studio courses. Courses must be taken in the same media/discipline: painting and drawing, printmaking, book arts paper making, 4-D digital art—performance and video, ceramics, glass, sculpture, wood working, or metals. Approval by your major advisor must be obtained, and proposed courses must be approved by the art department graduate coordinator before coursework commences.

PEOPLE

FACULTY
For more information about faculty, see UW/ART (https://art.wisc.edu/people/faculty/).

Faisal Abdu’Allah (Printmaking)
Yeohyun Ahn (Graphic Design)
Emily Arthur (Printmaking)
John Baldacchino (Art Education)
Lynda Barry (Comics)
Derrick Buisch (Painting & Drawing)
Laurie Beth Clark (4-D)
Sarah FitzSimons (Sculpture)
Aristotle Georgiades (Sculpture)
Lisa Gralnick (Metals)
Gerit Grimm (Ceramics)
Stephen Hilyard (4-D)
John Hitchcock (Printmaking)
Katie Hunall (Wood Working)
Tom Jones (Photography)
Tomiko Jones (Photography)
Helen Lee (Glass)
Dennis Miller (Graphic Design)
Meg Mitchell (4-D)
Darcy Padilla (Photography)
Michael Peterson (4-D)
Douglas Rosenberg (4-D)
Elaine Scheer (Painting & Drawing)
Gail Simpson (Sculpture)
Leslie Smith III (Painting & Drawing)
Fred Stonehouse (Painting & Drawing)

FACULTY ASSOCIATES
Mary Hoefferle (Art Education)
Michael Valliquette (Art Foundations)

ART, M.A.

Note: The M.A. in Studio Art is offered as part of the Art MFA (p. 123) in Studio Art program. The Art M.A. degree is awarded during the fourth semester of the MFA program as acknowledgement of the completion of the MFA qualifying evaluation. Applicants who are interested in pursuing an M.A. in Studio Art must apply to the Art MFA program.

The graduate program in art currently includes approximately sixty graduate students and thirty one full-time faculty. The faculty is a distinguished group of professional artists who are active in the research and exhibition of their work and are also devoted teachers. An important strength of the graduate program lies in the breadth and diversity of its faculty. The program continues to grow and provides a wealth of artistic experiences for its students.

AREAS OF STUDY

Printmaking
Relief Printing:
The relief printmaking laboratory allows for all forms of conventional relief printmaking and unique prints. Specialized curriculum is offered in traditional woodcut and linocut and can include research carried out with a CNC router using safe forms of raised surface printing. Graduate research and screen production will focus on the interdependence of conventional relief printing to monotype, monoprints, and installation. Paper making and book arts is encouraged for the graduate relief print maker. The relief laboratory is equipped with (2) Takach presses, Press, (1) AWT 5 x 8 ft screen print vacuum press and (1) Vandercool SP15. The relief studio laboratory is equipped with a large selection of rollers and brayers in a variety of size and durometer hardness.

Screen Printing:
The screen print (serigraphy) studio laboratory allows for all forms of conventional printmaking, varied editions, and unique prints. Specialized curriculum is offered in hand drawn, painterly, photo, and digital methods of constructing the screen print matrix. Graduate research and screen print production will focus on the full development of concepts and the interdependence of screen printing to 3-D objects, installation, and graduate interdisciplinary studio practice. The screen print (serigraphy) studio laboratory is equipped with (5) AWT 33 x 48 inch vacuum presses, (1) AWT 5 x 8 ft vacuum press, (1) 51 x 79 inch light exposure unit with vacuum. The studio also provides an oversized washout unit that measures 91 high x 74 wide 34 deep, (2) light tables for drawing (35 x 54 inches), an Epson 9600 printer for digital films, and a variety of screens, squeegees, and scoop coaters.

Etching/Intaglio:
The etching studio laboratory allows for all major acid etching methods along with other intaglio printmaking methods. Specialized curriculum is offered in the use of historic etching materials and digital working methods. The etching lab houses ferric and Dutch mordants for use with copper. Nitric acid for zinc, steel, and alternative painterly etching techniques is also available. The use of photopolymer intaglio plates and other non-acid techniques is presented. Curriculum includes multiple plate and viscosity color inking along with traditional and alternative grounds and plate construction.

The newly renovated etching studio laboratory has (2) Keuwanee scientific exhaust hoods (one 8-foot and one 6-foot hood); these hoods allow for a various size of etching. There are also (2) 21 x 24 inch vertical etching tanks. We primarily etch with copper plates in Dutch mordant and ferric chloride, but provide nitric acid for experimental techniques such as spit bit aquatint and the use of zinc or steel plates. In the etching lab we have (2) Charles Brand; bed sizes are 62 x 39 and 52 x 32. There is also a ABL floor model Aquarium Box for plates up to 24 x 36. In addition, we have (5) large hot plates and (3) standing heated inking tables modelled after Crown Point Press studio and (2) light tables for drawing (35 x 54 inches).

Lithography:
Graduate-level lithography practice is founded in individualized studio practice and concept development while utilizing both stone and aluminum plates. Graduate-level lithography is expected to exhibit a high degree of craft and professionalism. All phases of lithography are stressed including direct drawing, image transfer, and photo-litho.

Digital Printmaking:
Courses in digital print-production techniques provide graphics students with the necessary skills to take original art or digital media to printed output. Courses also provide a thorough explanation of the various systems, software, and hardware fundamentals involved in the integration of digital forms with etching, lithography, screen printing, photography, book arts, and graphic design.

DPC Print productions/Digital Printmaking Center lab has (4) large printers: Canon imagePROGRAF PRO-6000, Canon image PROGRAF PRO-8400, and an Epson 7600; several Mac computers, laser engraver, (1) litho press, (1) etching press, (1) oversized offset litho press (set up for monotypes), (1) Charles Brand, screen stretcher system, and a polymer plate maker.

Graphic Design and Typography
The courses in graphic design emphasize the process of visual communication of ideas and information, with attention to aesthetic considerations, techniques, and methods. Course work in letterpress and computer typesetting introduce historical and visual aspects of formal typography and serve to facilitate experimentation with the communicative properties of type. Practical study in this area involves the design and production of books, broadsides, brochures, and posters; the development and application of logotypes and design formats; and utilizing the facilities of letterpress, computer technologies, and graphic reproduction techniques. In addition, a focus on book structures and artists’ books is provided.

Photography
The photography area is situated within a rigorous multidisciplinary art program at one of the world’s leading research institutions. Graduate students are able to conduct their advanced research strictly in photography or in combination with other disciplines offered within the Art Department. The low student-to-teacher ratio allows for a supportive atmosphere for individual artist development. Graduate students are given a personal studio with access to a private graduate darkroom for black & white and alternative processes. The general photography facilities include the following: darkroom, digital print lab, computer and
The wood/furniture facilities offer a state-of-the-art laboratory for working actively encouraged. with other areas of the Art Department and the larger university are ranging approaches to art making. Experimentation and collaboration university allows for effective support and mentoring of varied and wide-aesthetic perspectives. The context of a very large and diverse research visual research and is highly flexible. Graduate students produce both project-based and teaches a full range of skills from design development and drawing practice as well as the theoretical premises pertinent to furthering the student’s intellectual and creative development.

Within the multidisciplinary department, the student is encouraged to access the broad variety of available facilities, equipment, and faculty fundamental to their continued artistic growth and specialization. Graduate students are provided with a private studio space.

Sculpture
The sculpture area offers a balance between techniques and concepts. Various forms of expression from object making, installation, and time-based media are encouraged. Issues of professional practice within the traditional art venues as well as in the larger public domain are addressed. Students are encouraged to develop their individual voice as artists, be part of a constructive community, and prepare to be creative citizens. Facilities are available for most of the processes needed to produce sculpture: welding (including MIG and TIG), a foundry with a large alpine sculpture kiln for foundry molds and two gas melt furnaces, forging facilities, and shops for mixed media construction, digital fabrication, casting, and paint.

Woodworking and Furniture Design
The wood/furniture area explores the technical and conceptual possibilities of woodworking and furniture design. The curriculum is project-based and teaches a full range of skills from design development through drawing and model building as well as hand and machine-based construction skills. Graduate students receive a work space in one of two private bench rooms attached to the machine room and have 24-hour access to the studio facility. The graduate program stresses advanced visual research and is highly flexible. Graduate students produce both functional and nonfunctional work that represents a wide spectrum of aesthetic perspectives. The context of a very large and diverse research university allows for effective support and mentoring of varied and wide-ranging approaches to art making. Experimentation and collaboration with other areas of the Art Department and the larger university are actively encouraged.

The wood/furniture facilities offer a state-of-the-art laboratory for working with wood. However, the program promotes and endorses a far-reaching exploration of traditional and cutting-edge materials as well as newer digitally-driven approaches to design and fabrication. Graduate studio research includes extensive one-on-one interaction with faculty from all areas of the Art Department. Additional feedback is provided through group critiques by faculty, fellow students, guest critics, and visiting artists.

Ceramics
The ceramics area emphasizes a relationship between the field of ceramics and contemporary approaches to art making, theory, and criticism. The area offers a diverse approach to materials and processes, emphasizing work that is both technically proficient and conceptually diverse. Through advanced study, students will gain an understanding of the technical concerns involved in ceramic production such as clay and glaze calculation and mold making, while simultaneously developing the critical and historical skills necessary to apply those processes to finished works. The ceramics studio offers a wide assortment of equipment including a fully stocked supply of raw materials for clay and glaze mixing, digital scales and test kils, electric wheels, extruders, slab rollers, an industrial spray booth, slip casting equipment, and a variety of both updraft gas and computer-controlled electric kils. Graduate students receive private studio space, and are strongly encouraged to experiment and collaborate with other areas of the Art Department and university. Graduate-level research includes extensive one-on-one interaction with faculty from all areas of the department, with additional feedback provided through group critiques by faculty, fellow students, guest critics, and visiting artists.

Glass
The UW–Madison Glass Lab has a storied history as the first collegiate glass program in the nation. Sixty-plus years later, UW–Madison students continue to innovate with glass, glass processes, and glass-based thinking. Through conceptual inquiry and rigorous technical instruction, the Glass Lab fosters an approach of thinking through material to generate meaning. We look to an expansive definition of glass that speaks to a broader understanding of the material in contemporary practice. Our facilities include a hot shop, cold shop, kiln room, flameworking station, and neon lab. Graduate students have access to private studio spaces, scholarship opportunities for intensive summer workshops, and a healthy roster of glass-specific visiting artists. The UW–Madison Glass Lab prides itself on being a strong community that serves to strengthen each individual’s studio practice.

Metals
The metals area at UW–Madison has a long and distinguished history. The area is designed to challenge students to learn about the making of art through the specific materials, techniques, history, and cultural significance of the metalsmithing and jewelry fields. Technical proficiency is encouraged in the service of deep, socially significant investigation and research. Analytical and critical thinking, historical responsibility, and theoretical awareness are explored in a seminar setting with metals faculty. Visiting artists offer lectures, demonstrations, and individual critiques with grad students that round out this rigorous and comprehensive area.

The metals studios occupy six rooms on the seventh floor of the Mosse Humanities Building. With approximately 4,500 square feet of instructional and studio space, these well-equipped facilities include acetylene, ox/acetylene and propane torches, annealing booths, centrifugal and vacuum casting equipment, enameling kils and enamels, flexible shafts machines at every work station, a large selection of anvils, hammers and stakes for raising, forming and forging, hydraulic die forming, a gas forge, electroforming, manual and electric rolling mills, sand blaster, band and jig saws, lathes, milling machines and drill.
presses, a dedicated polishing room, spray etchers, sheet metal working equipment, mold making equipment, and a full complement of hand tools. The resource center includes a computer, digital projector, photo equipment, and metals library.

4-D
Courses in non-static forms include video and performance art. Students have access to media facilities throughout the university and are encouraged to participate in classes in non-static forms and to experiment with new media. Courses stress methods of exhibition, documentation, and distribution that are unique to the non-static media. Both individual and collaborative projects are possible, and frequent opportunities are available for students to exhibit or perform.

Digital Media
The Digital Media area provides classes and faculty which allow graduate students to expand their use of digital media tools in the context of their own fine art practice. Classes offered cover a wide range of digital forms including digital imaging, web authoring, video and audio manipulation, 2-D animation, 3-D modeling and animation. All classes provide a balance of technical information on the relevant media and coverage of the historical and conceptual implications of their use in a fine art context. Classes are constantly being updated as digital media tools evolve. Students are encouraged to consider digital tools as part of an integrated art practice that is concept and content driven rather than media specific. As well as supporting students whose work is presented in digital formats, the Digital Media area provides opportunities for artists working in all media to incorporate new methodologies into their practice. In the department and campus wide, both Mac- and PC-based facilities are available with specialized facilities provided for 3-D & 2-D animation, video editing, digital fabrication, and large-format 2-D printing.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

ADMISSIONS

This master's program is offered for work leading to the MFA. Students may not apply directly for the master’s, and should instead see the admissions information for the MFA. (https://guide.wisc.edu/graduate/art/art-mfa/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

FUNDING FOR MFA GRADUATES IN STUDIO ART

UW-Madison offers a fully funded, three-year master of fine art in studio art program. All students entering the program are offered full tuition remission, generous monthly stipends, access to UW-Madison health benefits and other annual funding opportunities including the option to teach undergraduate studio courses. Admittance and funding are based on the quality of portfolio, writing samples, proven academic and professional success and strong recommendations from professionals working in the field of art and design.

Our funding packages reflect our commitment to our students and require students to perform both academically and professionally at the highest level. Funding is based on the student’s sustained academic and artistic progress, and satisfactory performance toward the completion of the degree. Funding is also contingent on continued departmental support from both UW-Madison and state funding.

Funding comes with responsibilities such as: teaching assistant instructor of record (TA), teaching assistant – instructional support (TA-IS), or faculty project assistant (PA). Other forms of funding are offered through graduate school and advance opportunity fellowships and scholarships offered through private endowments. Students may also hold appointments that relate to gallery / exhibition work, arts administration, graphic design, or annual departmental projects. Additional funds can be applied for annually such as travel and presentation grants, grants and scholarships to attend summer artist residency programs, professional development grants and summer research stipends.

For up-to-date application instructions, see Graduate Funding (https://art.wisc.edu/graduate/graduate-funding/) on the Art Department website.

DEPARTMENTAL FUNDING

Teaching Assistantships: Students apply annually for Teaching Assistantship (TA) positions. Due to the demanding responsibilities of a TA, Instructor of Record the department prioritizes students moving into their second and third year of the program. Qualified incoming applicants will be considered for an interview if class sections become available. Students may hold a TA position for a maximum two years while in the program. TA appointments include tuition remission (excluding segregated fees or extra course fees) and access to UW health benefits for the duration of the appointment. Appointments usually require teaching two studio sections or three discussion sections per semester.

Project Assistantships: Project Assistantships (PA) are available within and outside of the department. These are limited-term appointments that pay a salary and provide benefits for help in supporting faculty studio work and research. PA positions are offered directly by faculty to qualified students. PA appointments can range from one semester to the full calendar year and provide tuition remission (excluding segregated fees and extra course fees) and access to UW health benefits for the duration of the appointment.

Teaching Assistant (Instructional Staff): Teaching Assistant-Instructional Staff (TA-IS) positions are available within and outside of the department. These are limited-term appointments that pay a salary and provide benefits for technical assistance within the art department’s industrial studios, labs and administrative offices. An appointment as a TA-IS includes tuition remission (excluding segregated fees or extra course fees) and access to UW health benefits for the duration of the appointment.

Fellowships: Fellowships are awards that enable graduate students to pursue their degrees full-time without having the work requirement of a standard university appointment. Fellowships offer the most flexibility for students to pursue both their studio practice and engage with research outside of the university. The Art Department Graduate Committee nominates students for fellowships. Administered by the Graduate
School, the Graduate School homepage (https://grad.wisc.edu/funding/fellowships/) has general fellowship information.

**NON-DEPARTMENTAL FUNDING**
Office of Student Financial Aid (https://financialaid.wisc.edu/types-of-aid/)
333 E. Campus Mall #9701
Financial Aid information for graduate student grants, employment appeals, and general loans is available at Student Financial Services. Please note that student financial aid awards are not connected with the Art Department.

Work Study (https://financialaid.wisc.edu/types-of-aid/work-study/)
Work-study is awarded through the Financial Aid Office. Work-study positions are listed in the work-study office. Many professors in the Art Department hire work study students to assist them in lab courses.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

- **Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>32</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence</td>
<td>23</td>
</tr>
</tbody>
</table>

**Minimum Graduate Coursework Requirement**

Half of degree coursework (16 credits out of 32 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

**Overall GPA Requirement**

3.00 GPA required.

**Other Grade Requirements**

No other specific grade requirements.

**Assessments and Examinations**

At the end of the fourth semester, M.A. candidates will have an oral and written review of their creative work conducted by a committee of three tenure-track professors and an optional fourth, nonsigning member.

**Language Requirements**

No language requirements.

**COURSES REQUIRED**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 700</td>
<td>Introduction to Graduate Studies in Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 908</td>
<td>Seminar-Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 508</td>
<td>Colloquium in Art</td>
<td>1</td>
</tr>
<tr>
<td>Art History (Students must take two Art History courses that are &gt;300 level)</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Outside Academic Elective &gt;300 level (This course cannot be a studio course and must be taken outside of the Art Department)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>16 additional credits chosen in consultation with advisor</td>
<td>16</td>
<td></td>
</tr>
</tbody>
</table>

**Total Credits**

32

**POLICIES**

**GRADUATE SCHOOL POLICIES**
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW-Madison Undergraduate**

No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER
In the three-year program of study, students may receive both M.A. and MFA degrees.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate a critical awareness of the relationship of artwork to its social, cultural, historical, theoretical and contemporary contexts.
2. Develop, hone and clearly articulate artistic goals, manifested in a substantial body of artwork and communicated through oral presentations and professional art writing.

PEOPLE

FACULTY
For more information about faculty, see UW/ART (https://art.wisc.edu/people/faculty/).

Faisal Abdu’Allah (Printmaking)
Yeohyun Ahn (Graphic Design)
Emily Arthur (Printmaking)
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Dennis Miller (Graphic Design)
Meg Mitchell (4-D)
Darcy Padilla (Photography)
Michael Peterson (4-D)
Douglas Rosenberg (4-D)
Elaine Scheer (Painting & Drawing)
Gail Simpson (Sculpture)
Leslie Smith III (Painting & Drawing)
Fred Stonehouse (Painting & Drawing)

FACULTY ASSOCIATES
Mary Hoefferle (Art Education)
Michael Valliquette (Art Foundations)

ACCREDITATION

National Association of Schools of Art and Design (https://nasad.arts-accredit.org/)


ART, MFA

The Art Department at the University of Wisconsin–Madison offers a wide selection of areas of study, and the MFA program encourages an inter-disciplinary approach to art making.

The graduate program in art currently includes approximately sixty graduate students and thirty-one full-time faculty. The faculty is a distinguished group of professional artists who are active in the research and exhibition of their work and are also devoted teachers. An important strength of the graduate program lies in the breadth and diversity of its faculty. The program continues to grow and provides a wealth of artistic experiences for its students.

AREAS OF STUDY

Printmaking

Relief Printing:
The relief print studio laboratory allows for all forms of conventional relief printmaking and unique prints. Specialized curriculum is offered in traditional woodcut and linocut, and can include research carried out with a CNC router using safe forms of raised surface printing. Graduate research and production will focus on the interdependence of conventional relief printing to monotype, monoprints, and installation. Paper making and book arts is encouraged for the graduate relief print maker. The relief lab is equipped with (2) Takach presses, Press, (1) AWT 5 x 8 ft screen print vacuum press, and (1) Vandercool SP15. The relief
studio laboratory is equipped with a large selection of rollers and brayers in a variety of size and durometer hardness.

Screen Printing:
The screen print (serigraphy) studio laboratory allows for all forms of conventional printmaking, varied editions, and unique prints. Specialized curriculum is offered in hand-drawn, painterly, photo, and digital methods of constructing the screen print matrix. Graduate research and screen print production will focus on the full development of concepts and the interdependence of screen printing to 3-Dimensional objects, installation, and graduate interdisciplinary studio practice. The screen print (serigraphy) studio laboratory is equipped with (5) AWT 33 x 48 inch vacuum presses, (1) AWT 5 x 8 ft vacuum press, (1) 51 x 79 inch light exposure unit with vacuum. The studio also provides an oversized washout unit that measures 91 high x 74 wide x 34 deep, (2) light tables for drawing (35 x 54 inches), an Epson 9600 printer for digital films, and a variety of screens, squeegees, and scoop coaters.

Etching/Intaglio:
The etching laboratory allows for all major acid etching methods along with other intaglio printmaking methods. Specialized curriculum is offered in the use of historic etching materials and digital working methods. The etching lab houses ferric and Dutch mordants for use with copper. Nitric acid for zinc, steel, and alternative painterly etching techniques is also available. The use of photopolymer intaglio plates and other non-acid techniques is presented. Curriculum includes multiple plate and viscosity color inking along with traditional and alternative grounds and plate construction.

The newly renovated etching studio laboratory has (2) Keuwanee scientific exhaust hoods (one 8-foot and one 6-foot hood); these hoods allow for a various size of etching. There are also (2) 21 x 24 inch vertical etching tanks. We primarily etch with copper plates in Dutch mordant and ferric chloride, but provide nitric acid for experimental techniques such as spit bit aquatint and the use of zinc or steel plates. In the etching lab we have (2) Charles Brand; bed sizes are 62 x 39 and 52 x 32. There is also a ABL floor model Aquatint Box for plates up to 24 x 36. In addition, we have (5) large hot plates and (3) standing heated inking tables modelled after Crown Point Press studio and (2) light tables for drawing (35 x 54 inches).

Lithography:
Graduate-level lithography practice is founded in individualized studio practice and concept development while utilizing both stone and aluminum plates. Graduate-level lithography is expected to exhibit a high degree of craft and professionalism. All phases of lithography are stressed including direct drawing, image transfer, and photo-litho.

Digital Printmaking:
Courses in digital print-production techniques provide graphics students with the necessary skills to take original art or digital media to printed output. Courses also provide a thorough explanation of the various systems, software, and hardware fundamentals involved in the integration of digital forms with etching, lithography, screen printing, photography, book arts, and graphic design.

DPC Print productions/Digital Printmaking Center lab has (4) large printers: Canon imagePROGRAF PRO-6000, Canon image PROGRAF PRO-8400, and an Epson 7600; several Mac computers, laser engraver, (1) litho press, (1) etching press, (1) oversized offset litho press (set up for monotypes), (1) Charles Brand, screen stretcher system, and a polymer plate maker.

Graphic Design and Typography

The courses in graphic design emphasize the process of visual communication of ideas and information, with attention to aesthetic considerations, techniques, and methods. Course work in letterpress and computer typesetting introduce historical and visual aspects of formal typography and serve to facilitate experimentation with the communicative properties of type. Practical study in this area involves the design and production of books, broadsides, brochures, and posters; the development and application of logotypes and design formats; and utilizing the facilities of letterpress, computer technologies, and graphic reproduction techniques. In addition, a focus on book structures and artists’ books is provided.

Photography

The photography area is situated within a rigorous multidisciplinary art program at one of the world’s leading research institutions. Graduate students are able to conduct their advanced research strictly in photography or in combination with other disciplines offered within the Art Department. The low student-to-teacher ratio allows for a supportive atmosphere for individual artist development. Graduate students are given a personal studio with access to a private graduate darkroom for black & white and alternative processes. The general photography facilities include the following: darkroom, digital print lab, computer and lab w/scanning equipment, lighting studio, mat cutting and dry mounting room.

Books, Letterpress, and Paper Making

Book arts is equipped with (2) Vandercooks, (1) proofing press, (2) Reliance Book Presses, (1) hot foil stamp, an expansive assortment of type, and photopolymer plate making equipment. Book arts and typography curriculum is supported by the Kohler Art Library's Artist Book teaching collection and is also supported by the Annual Bernstein Book Arts Lecture, an annual visiting artist series. The UW–Madison Silver Buckle Press Collection is now housed at Hamilton Wood Type and Printing Museum in Two Rivers, Wisconsin.

The courses in paper making are concerned with understanding the inherent materials used in the paper making processes as applied to traditional sheet forming and as they relate to other contemporary concepts in book arts, sculpture, and drawing. The paper mill is equipped to make large and medium paper and is currently housed in the Art Lofts.

Drawing and Painting

Courses in painting emphasizes conceptual, formal, and material logic in the development of an individualized studio practice. This course of study promotes an understanding of contemporary and historical painting and drawing practice as well as the theoretical premises pertinent to furthering the student’s intellectual and creative development.

Within the multidisciplinary department, the student is encouraged to access the broad variety of available facilities, equipment, and faculty fundamental to their continued artistic growth and specialization. Graduate students are provided with a private studio space.

Sculpture

The sculpture area offers a balance between techniques and concepts. Various forms of expression from object making, installation, and time-based media are encouraged. Issues of professional practice within the traditional art venues as well as in the larger public domain are addressed. Students are encouraged to develop their individual voice as artists, be part of a constructive community, and prepare to be creative citizens.

Facilities are available for most of the processes needed to produce sculpture: welding (including MIG and TIG), a foundry with a large
alpine sculpture kiln for foundry molds and two gas melt furnaces, forging facilities, and shops for mixed media construction, digital fabrication, casting and paint.

**Woodworking and Furniture Design**
The wood/furniture area explores the technical and conceptual possibilities of woodworking and furniture design. The curriculum is project-based and teaches a full range of skills from design development through drawing and model building, as well as hand and machine-based construction skills. Graduate students receive a work space in one of two private bench rooms attached to the machine room and have 24-hour access to the studio facility. The graduate program stresses advanced visual research and is highly flexible. Graduate students produce both functional and nonfunctional work that represents a wide spectrum of aesthetic perspectives. The context of a very large and diverse research university allows for effective support and mentoring of varied and wide-ranging approaches to art making. Experimentation and collaboration with other areas of the Art Department and the larger university are actively encouraged.

The wood/furniture facilities offer a state-of-the-art laboratory for working with wood. However, the program promotes and endorses a far-reaching exploration of traditional and cutting-edge materials as well as newer digitally driven approaches to design and fabrication. Graduate studio research includes extensive one-on-one interaction with faculty from all areas of the Art Department. Additional feedback is provided through group critiques by faculty, fellow students, guest critics, and visiting artists.

**Ceramics**
The ceramics area emphasizes a relationship between the field of ceramics and contemporary approaches to art making, theory, and criticism. The area offers a diverse approach to materials and processes, emphasizing work that is both technically proficient and conceptually diverse. Through advanced study, students will gain an understanding of the technical concerns involved in ceramic production such as clay and glaze calculation and mold making, while simultaneously developing the critical and historical skills necessary to apply those processes to finished works. The ceramics studio offers a wide assortment of equipment including a fully stocked supply of raw materials for clay and glaze mixing, digital scales and test kilns, electric wheels, extruders, slab rollers, an industrial spray booth, slip casting equipment, and a variety of both updraft gas and computer-controlled electric kilns. Graduate students receive private studio space, and are strongly encouraged to experiment and collaborate with other areas of the Art Department and university. Graduate-level research includes extensive one-on-one interaction with faculty from all areas of the department, with additional feedback provided through group critiques by faculty, fellow students, guest critics, and visiting artists.

**Glass**
The UW–Madison Glass Lab has a storied history as the first collegiate glass program in the nation. Sixty-plus years later, UW–Madison students continue to innovate with glass, glass processes, and glass-based thinking. Through conceptual inquiry and rigorous technical instruction, the Glass Lab fosters an approach of thinking through material to generate meaning. We look to an expansive definition of glass that speaks to a broader understanding of the material in contemporary practice. Our facilities include a hot shop, cold shop, kiln room, flameworking station, and neon lab. Graduate students have access to private studio spaces, scholarship opportunities for intensive summer workshops, and a healthy roster of glass-specific visiting artists.

The UW–Madison Glass Lab prides itself on being a strong community that serves to strengthen each individual’s studio practice.

**Metals**
The metals area at UW–Madison has a long and distinguished history. The area is designed to challenge students to learn about the making of art through the specific materials, techniques, history, and cultural significance of the metal smithing and jewelry fields. Technical proficiency is encouraged in the service of deep, socially significant investigation and research. Analytical and critical thinking, historical responsibility, and theoretical awareness are explored in a seminar setting with metals faculty. Visiting artists offer lectures, demonstrations, and individual critiques with grad students that round out this rigorous and comprehensive area.

The metals studios occupy six rooms on the seventh floor of the Mosse Humanities Building. With approximately 4,500 square feet of instructional and studio space, these well-equipped facilities include acetylene, ox/acetylene and propane torches, annealing booths, centrifugal and vacuum casting equipment, enameling kilns and enamels, flexible shafts machines at every work station, a large selection of anvils, hammers and stakes for raising, forming and forging, hydraulic die forming, a gas forge, electroforming, manual and electric rolling mills, sand blaster, band and jig saws, lathes, milling machines and drill presses, a dedicated polishing room, spray etchers, sheet metal working equipment, mold making equipment, and a full compliment of hand tools. The resource center includes a computer, digital projector, photo equipment, and metals library.

**4-D**
Courses in non-static forms include video and performance art. Students have access to media facilities throughout the university and are encouraged to participate in classes in non-static forms and to experiment with new media. Courses stress methods of exhibition, documentation, and distribution that are unique to the non-static media. Both individual and collaborative projects are possible, and frequent opportunities are available for students to exhibit or perform.

**Digital Media**
The Digital Media area provides classes and faculty which allow graduate students to expand their use of digital media tools in the context of their own fine art practice. Classes offered cover a wide range of digital forms including digital imaging, web authoring, video and audio manipulation, 2-D animation, and 3-D modeling and animation. All classes provide a balance of technical information on the relevant media and coverage of the historical and conceptual implications of their use in a fine art context. Classes are constantly being updated as digital media tools evolve. Students are encouraged to consider digital tools as part of an integrated art practice that is concept and content driven rather than media specific. As well as supporting students whose art work is presented in digital formats, the Digital Media area provides opportunities for artists working in all media to incorporate new methodologies into their practice. In the department and campus wide, both Mac- and PC-based facilities are available with specialized facilities provided for 3-D and 2-D animation, video editing, digital fabrication, and large-format 2-D printing.

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1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 6</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

For up-to-date application instructions, see Graduate Application (https://art.wisc.edu/graduate/graduate-application/) on the Art Department website.

To be admitted as a graduate student with full standing, an applicant must meet the minimum Graduate School requirements. The Graduate Record Exam (GRE) is not required for admission.

Submit an online application through the UW-Madison Graduate School and pay the application fee. The application can be found at the UW-Madison Graduate School Application (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f) portal.

It will take 24 hours for your Graduate School Electronic Application to process and appear in our system. Generally, the link to the SlideRoom application is sent the following day. Once you receive a confirmation e-mail, you will be able to register with SlideRoom, log in, and complete the Art Department’s supplemental application. You will be sent an email with a link to the MFA admissions application page (SlideRoom). After you register your account you will apply to Program 1 – Admittance Application NEW MFA APPLICANTS.

The SlideRoom application will walk you through the process of uploading your portfolio, as well as applying for funding opportunities through the Art Department. The department offers a number of teaching assistantships, both classroom and support positions along with scholarships to qualified applicants. You will also be asked to upload a portfolio of 20 images of your recent art work. Your portfolio must be submitted through SlideRoom, mailed portfolios will not be reviewed.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

FUNDING FOR MFA GRADUATES IN STUDIO ART

UW-Madison offers a fully funded, three-year master of fine art in studio art program. All students entering the program are offered full tuition remission, generous monthly stipends, access to UW-Madison health benefits and other annual funding opportunities including the option to teach undergraduate studio courses. Admittance and funding are based on the quality of portfolio, writing samples, proven academic and professional success and strong recommendations from professionals working in the field of art and design.

Our funding packages reflect our commitment to our students and require students to perform both academically and professionally at the highest level. Funding is based on the student’s sustained academic and artistic progress, and satisfactory performance toward the completion of the degree. Funding is also contingent on continued departmental support from both UW-Madison and state funding.

Funding comes with responsibilities such as: teaching assistant instructor of record (TA), teaching assistant – instructional support (TA-IS), or faculty project assistant (PA). Other forms of funding are offered through graduate school and advance opportunity fellowships and scholarships offered through private endowments. Students may also hold appointments that relate to gallery / exhibition work, arts administration, graphic design, or annual departmental projects.

Additional funds can be applied for annually such as travel and presentation grants, grants and scholarships to attend summer artist residency programs, professional development grants and summer research stipends.

For up-to-date application instructions, see Graduate Funding (https://art.wisc.edu/graduate/graduate-funding/) on the Art Department website.

DEPARTMENTAL FUNDING

Teaching Assistantships: Students apply annually for Teaching Assistantship (TA) positions. Due to the demanding responsibilities of a TA, Instructor of Record the department prioritizes students moving into their second and third year of the program. Qualified incoming applicants will be considered for an interview if class sections become available. Students may hold a TA position for a maximum two years while in the program. TA appointments include tuition remission (excluding segregated fees or extra course fees) and access to UW health benefits for the duration of the appointment. Appointments usually require teaching two studio sections or three discussion sections per semester.

Project Assistantships: Project Assistantships (PA) are available within and outside of the department. These are limited-term appointments that pay a salary and provide benefits for help in supporting faculty studio work and research. PA positions are offered directly by faculty to qualified students. PA appointments can range from one semester to the full year.
calendar year and provide tuition remission (excluding segregated fees and extra course fees) and access to UW health benefits for the duration of the appointment.

Teaching Assistant (Instructional Staff): Teaching Assistant-Instructional Staff (TA-IS) positions are available within and outside of the department. These are limited-term appointments that pay a salary and provide benefits for technical assistance within the art department's industrial studios, labs and administrative offices. An appointment as a TA-IS includes tuition remission (excluding segregated fees or extra course fees) and access to UW health benefits for the duration of the appointment.

Fellowships: Fellowships are awards that enable graduate students to pursue their degrees full-time without having the work requirement of a standard university appointment. Fellowships offer the most flexibility for students to pursue both their studio practice and engage with research outside of the university. The Art Department Graduate Committee nominates students for fellowships. Administered by the Graduate School, the Graduate School homepage (https://grad.wisc.edu/funding/fellowships/) has general fellowship information.

NON-DEPARTMENTAL FUNDING
Office of Student Financial Aid (https://financialaid.wisc.edu/types-of-aid/)
333 E. Campus Mall #9701
Financial Aid information for graduate student grants, employment appeals, and general loans is available at Student Financial Services. Please note that student financial aid awards are not connected with the Art Department.

Work Study (https://financialaid.wisc.edu/types-of-aid/work-study/)
Work-study is awarded through the Financial Aid Office. Work-study positions are listed in the work-study office. Many professors in the Art Department hire work study students to assist them in lab courses.

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS
MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions
- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
COURSES REQUIRED

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 700</td>
<td>Introduction to Graduate Studies in Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 908</td>
<td>Seminar-Art (Students must take two Art Seminar courses)</td>
<td>6</td>
</tr>
<tr>
<td>ART 508</td>
<td>Colloquium in Art</td>
<td>1</td>
</tr>
<tr>
<td>Art History (Students must take two Art History courses that are &gt;300 level)</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Outside Academic Elective &gt;300 level (This course cannot be a studio course and must be taken outside of the Art Department)</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits 19

Additional Coursework

Graduate students work with their graduate committee chair to structure coursework and develop research outside of the programs’ 19 required credits adding up to the required 60 credits. Below is a partial list of additional coursework students may take while in the program.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 636</td>
<td>Computer Augmented Printmaking</td>
<td>4</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

All students are required to conduct a yearly progress report meeting with the chair and members of their committee. The committee will meet at the end of the student’s sixth semester to review work for the MFA degree.
CREDITS PER TERM ALLOWED
15 credits per semester

TIME CONSTRAINTS
The MFA show of creative work must be completed by the sixth semester of the candidate's studies.

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.
2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.
4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.
5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school's Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean's office.

Questions about these procedures can be directed to the School of Education Dean's Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.
In the three-year program of study, students may receive both M.A. and MFA degrees.

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate a critical awareness of the relationship of artwork to its social, cultural, historical, theoretical and contemporary contexts.
2. Develop, hone and clearly articulate artistic goals, manifested in a substantial body of artwork and communicated through oral presentations and professional art writing.
3. Engage actively in a wider visual arts culture and community (local, regional, national, or international) and present exhibition/s in a public gallery or other cultural venues.

FACULTY

For more information about faculty, see UW/ART (https://art.wisc.edu/people/faculty/).

Faisal Abdu’Allah (Printmaking)
Yeohyun Ahn (Graphic Design)
Emily Arthur (Printmaking)
John Baldacchino (Art Education)
Lynda Barry (Comics)
Derrick Buisch (Painting & Drawing)
Laurie Beth Clark (4-D)
Sarah FitzSimons (Sculpture)
Aristotle Georgiades (Sculpture)
Lisa Grahnick (Metals)
Gerit Grimm (Ceramics)
Stephen Hilyard (4-D)
John Hitchcock (Printmaking)
Katie Hunall (Wood Working)
Tom Jones (Photography)
Tomiko Jones (Photography)
Helen Lee (Glass)
Dennis Miller (Graphic Design)
Meg Mitchell (4-D)
Darcy Padilla (Photography)
Michael Peterson (4-D)
Douglas Rosenberg (4-D)
Elaine Scheer (Painting & Drawing)
Gail Simpson (Sculpture)
Leslie Smith III (Painting & Drawing)
Fred Stonehouse (Painting & Drawing)

FACULTY ASSOCIATES

Mary Hoefferle (Art Education)

Michael Valliquette (Art Foundations)

ACCREDITATION

National Association of Schools of Art and Design (https://nasad.arts-accredit.org/)


DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Art History, Doctoral Minor (p. 130)
• Art History, M.A. (p. 131)
• Art History, Ph.D. (p. 134)
• Visual Cultures, Doctoral Minor (p. 137)
• Visual Cultures, Graduate/Professional Certificate (p. 138)

The Doctoral Minor in Art History is intended for students outside of the department to gain familiarity with the discipline generally while also honing an area of specialization.

REQUIREMENTS

The minimum number of credits is 9, and may be more depending on the student’s focus and particular research path.

1. All students pursuing the minor are required to take ART HIST 701 Practicum in Art History: Bibliography, Historiography, Methods (Note: With approval, a seminar in theory and method can be substituted for ART HIST 701)
2. Selection of the remaining two courses in Art History should be made with a particular emphasis in mind (Examples of an “emphasis” might include specialization in time period, geography, medium, or theory/methodology)
3. Coursework must be graded courses numbered 600 or above (if a student wants to take a 300- or 400-level course the student must work with the graduate coordinator and professor to set up a grad-level section for the course); no audits or pass/fail
4. Maximum 3 credits of independent study (e.g., 699, 799, 899, 999); research and thesis cannot be used to satisfy the minor (e.g., 790, 890, 990)
5. After the courses have been completed, bring the major department’s Minor Agreement Form (https://uwmadison.box.com/s/za9ifyn1ghzrwfrtvjlp12v3vh9cbsd/) to the art history graduate coordinator, department chair, or graduate administrator and have it signed.
6. Return the Minor Agreement Form to the major department to prepare any requisite warrants. A copy will be kept in the art history department.

See the program website (https://arthistory.wisc.edu/academics/grad/programs/minors/mnrequirements/) for more information.

PEOPLE

Faculty: Professors Anna Andrzejewski, Nicholas D. Cahill, Jill H. Casid, Preeti Chopra, Thomas E. A. Dale, Guillermína De Ferrarí, Nancy Rose Marshall, Ann Smart Martin, Jordan Rosenblum (chair); Associate Professors Yuhang Li, Kirstin Phillips-Court (cross-appointed with French and Italian), Jennifer Pruitt; Assistant Professors: Jennifer Nelson, Daniel Spaulding.

ART HISTORY, M.A.

The Department of Art History offers programs leading to the master of arts and the doctor of philosophy in art history. Our faculty includes specialists in, to name a few: African and African Diaspora art; American art and architecture; American material culture; contemporary art and theory; Chinese art; curatorial studies; early modern European art; Islamic art and architecture; Japanese art; Medieval European and Byzantine art; print culture; photography, film, and video; vernacular architecture; Victorian art and material culture; and visual studies and critical theory. The department encourages the study of the global history of art, and material and visual culture while investigating works in all media from a wide range of periods and a variety of world cultures.

Students enjoy close interaction with their mentors and profit from superb resources for interdisciplinary research. Faculty members have international reputations in their specialties, regularly receive prestigious awards, lecture widely, and serve on major professional boards. Graduates of the department teach at the post-secondary level or pursue careers in museum and curatorial professions, private galleries and auction houses, library or archival work, architecture and historical preservation, and conservation.

The department is housed in the Conrad A. Elvehjem Building with the Chazen Museum of Art (http://www.chazen.wisc.edu/), which has a broad historical collection with several areas of particular strength, an active acquisitions program, and facilities to host major traveling exhibitions and exhibition courses. Graduate students use these collections for research and publishing projects. They may also have the opportunity to work on exhibitions in special classes or as project assistants. The building is also home to the Kohler Art Library, which contains an excellent collection of published materials and full range of periodicals. The department possesses a large image collection.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
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<td>Fall Deadline</td>
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<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
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<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

While students may pursue a stand-alone M.A., those who wish to pursue a Ph.D. should apply directly to that program. Admission to either program is offered to applicants who have an outstanding undergraduate record of academic achievement. The successful applicant typically presents both a compelling statement of purpose for graduate studies and an advanced research paper. To be competitive in some subfields, applicants should have training in at least one foreign language. Applicants are encouraged to contact prospective faculty advisors for more details. Non-native English speakers must present TOEFL or IELTS scores.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial aid is normally reserved for students in the Ph.D. program. The department awards a small number of fellowships for an academic year or a semester's support at different stages in the graduate career. The department awards the Margaret Davison Shorger Fellowship for the study of Italian art, the Charles C. Killin Wisconsin Distinguished Graduate Fellowship in East Asian Art, and the Chipstone/James Watrous Wisconsin Distinguished Graduate Fellowship in American Material Culture. Research travel is also supported by the Shirley L and Dr. William Fritz Mueller Art History Graduate Student Fund and the Ray Reider Golden Art History Fund, and the Joan Mirviss Fund for Japanese art. The department awards travel grants for students delivering papers at major conferences and annually appoints five to six graduate students as teaching or project assistants. Individual faculty may also offer one- or two-semester project assistantships in connection with specific
research projects. In addition, the department nominates candidates for fellowships administered outside the department and the university.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

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<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>24 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>

Overall Graduate GPA Requirement | 3.00 GPA required. |
Other Grade Requirements | No other grade requirements. |
Assessments and Examinations | No formal examination required. There is an M.A. thesis. |

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>ART HIST 701</td>
<td>Practicum in Art History: Bibliography, Historiography, Methods</td>
<td>3</td>
</tr>
</tbody>
</table>

M.A. students with a strong background in art history or the equivalent should take a minimum of seven art history courses, at least THREE of which must be seminars.

Breadth

At least one course in three of the following areas:

- Cross-Cultural/Diaspora
- Africa/Middle East
- Asia
- Europe
- The Americas

At least one course in three of the following periods:

- Ancient to Medieval
- Early Modern (Circa 1400–Circa 1800)
- Modern (Circa 1800–Circa 1945)
- Contemporary (Post 1945)

Language

One foreign language.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to the master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

Allowed up to 7 credits numbered 700 or above, and graduate level courses ART HIST 601 Introduction to Museum Studies I, ART HIST 602 Introduction to Museum Studies II, and L1S/ART HIST/HISTORY/JOURN 650 History of Books and Print Culture in Europe and North America.

UW–Madison University Special

With program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison University
Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION
The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE
All students are required to conduct a yearly progress report meeting with their advisor, scheduled by December 17 and completed by April 30. Failure to do so will result in a hold being placed on the student’s registration.

CREDITS PER TERM ALLOWED
12 credits

TIME CONSTRAINTS
The thesis, written in consultation with the major professor, must be completed no later than two semesters after thesis work begins.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Priority for assistantship funding is given to Ph.D. students.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Mastery of techniques for visual analysis (examining features such as materials, proportion, light, color, form and narrative structure) of single images and for comparative analysis of multiple images and objects.
2. Advanced proficiency in interpreting images/objects in ways that take into account the historical contexts in which they were produced and received.
3. In-depth knowledge across a range of time and geography to reach an understanding of the ways in which art and its meaning are rooted in culture.
4. Advanced ability to locate and enlist research resources in both print and digital form and assess the strengths and weaknesses of various types of resources.
5. Advanced knowledge and skills necessary to interpret images/objects in ways that consider a variety of theoretical perspectives.
6. Ability to assess and critique complex scholarly arguments and evaluate the strength of the visual and textual evidence presented.
7. Advanced skills in effective and impactful communication in both written and oral form in ways that acknowledge diverse audiences in an increasingly global society.
8. Skills in public engagement such that our students are able to effectively communicate complex ideas to a lay public in written, oral, and digital form in keeping with the Wisconsin Idea.

PEOPLE
Faculty: Professors Anna Andrzejewski, Nicholas D. Cahill, Jill H. Casid, Preeti Chopra, Thomas E. A. Dale, Guillermina De Ferrari, Nancy Rose Marshall, Ann Smart Martin, Jordan Rosenblum (chair); Associate Professors Yuhang Li, Kirstin Phillips-Court (cross-appointed with French and Italian), Jennifer Pruitt; Assistant Professors: Jennifer Nelson, Daniel Spaulding.
ART HISTORY, PH.D.

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ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>Not required.</td>
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<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
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<td>n/a</td>
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While students may pursue a stand-alone M.A., those who wish to pursue a Ph.D. should apply directly to that program. Admission to either program is offered to applicants who have an outstanding undergraduate record of academic achievement. The successful applicant typically presents both a compelling statement of purpose for graduate studies and an advanced research paper. To be competitive in some subfields, applicants should have training in at least one foreign language. Applicants are encouraged to contact prospective faculty advisors for more details. Non-native English speakers must present TOEFL or IELTS scores.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial aid is normally reserved for students in the Ph.D. program. The department awards a small number of fellowships for an academic year or a semester’s support at different stages in the graduate career. The department awards the Margaret Davison Shorger Fellowship for the study of Italian art, the Charles C. Killin Wisconsin Distinguished Graduate Fellowship in East Asian Art, and the Chipstone/James Watrous Wisconsin Distinguished Graduate Fellowship in American Material Culture. Research travel is also supported by the Shirley L and Dr. William Fritz Mueller Art History Graduate Student Fund, the Ray Reider Golden Art History Fund, and the Joan Mirviss Fund for Japanese art. The department awards travel grants for students delivering papers at major conferences and annually appoints five to six graduate students as teaching or project assistants. Individual faculty may also offer one- or two-semester project assistantships in connection with specific research projects. In addition, the department nominates candidates for fellowships administered outside the department and the university.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
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<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
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<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>No other grade requirements.</td>
</tr>
</tbody>
</table>

Assessments and Examinations

- Doctoral students must submit a dissertation prospectus.
- Doctoral students must pass a written and an oral exam prior to becoming dissertators.

Language Requirements

- Reading competency in at least two languages (additional language requirements may pertain to some fields).

Doctoral Minor/Breadth Requirements

- All doctoral students are required to complete a minor.

REQUIRED COURSES

<table>
<thead>
<tr>
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<td>ART HIST 701</td>
<td>Practicum in Art History. Bibliography, Historiography, Methods</td>
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</tbody>
</table>

10 art history classes, four of which may be lecture courses, but students are strongly encouraged to take as many seminars as possible. In special circumstances up to two independent studies (ART HIST 799) - one at the MA and one at the Ph.D. level may be substituted for lecture courses.

Breadth

At least one course in two of the following five following areas:

- Cross-Cultural/Diaspora
- Africa/Middle East
- Asia
- Europe
- The Americas

At least one course in two of the following four following periods:

- Ancient to Medieval
- Early Modern (Circa 1400—Circa 1800)
- Modern (Circa 1800—Circa 1945)
- Contemporary (Post 1945)

Language

Two foreign languages. If you satisfied language requirements at the M.A. level within the past 5 years these languages count toward your two required languages.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 21 credits of graduate work from other institutions. Coursework earned ten years or more prior to admission to the doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

Allowed up to 7 credits numbered 700 or above, and graduate level courses ART HIST 601 Introduction to Museum Studies I, ART HIST 602 Introduction to Museum Studies II, and ART HIST/HISTORY/JOURN/L I S 650 History of Books and Print Culture in Europe and North America.

UW–Madison University Special

With program approval, students are allowed to count up to 15 credits of coursework numbered 600 or above taken as a UW–Madison University Special student. Coursework earned ten or more years prior to admission to a master’s degree is not allowed to satisfy requirements.
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

Priority for assistantship funding is given to Ph.D. students.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Shows professional-level mastery of the skills acquired at earlier stages (visual analysis, contextual interpretation, research methods, evaluation of arguments, application of varied theoretical perspectives).
2. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of art history (including visual culture and material culture).
3. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of art history/visual culture/material culture.
4. Conducts research and produces scholarship that makes a substantive contribution to the field and to interdisciplinary enquiry.
5. Demonstrates breadth within their learning experiences.
6. Shows advanced skills in effective and impactful communication in both written and oral form in ways that acknowledge diverse audiences in an increasingly global society.
7. Fosters ethical and professional conduct.
8. Prepares to be an educator who uses the latest pedagogies such that one can compellingly and thoroughly teach, motivate, and shape the next generation of global citizens in the arts and sciences with a focus on the visual.
9. Foster skills in public engagement such that our students are able to effectively communicate complex ideas about art, visual culture and material culture to a lay public in written, oral, and digital form in keeping with the Wisconsin Idea.
10. Is able to prompt and participate in interdisciplinary dialogue with scholars and the public about the power of images and objects both historically and in the present, to persuade, critique, and even coerce.

**PEOPLE**

Faculty: Professors Anna Andrzejewski, Nicholas D. Cahill, Jill H. Casid, Preeti Chopra, Thomas E. A. Dale, Guillermina De Ferrari, Nancy Rose Marshall, Ann Smart Martin, Jordan Rosenblum (chair); Associate Professors Yuhang Li, Kirstin Phillips-Court (cross-appointed with French and Italian), Jennifer Pruitt; Assistant Professors: Jennifer Nelson, Daniel Spaulding.
VISUAL CULTURES, DOCTORAL MINOR

The **Doctoral Minor in Visual Cultures** is intended for Ph.D. students from across the university who desire training in the study of visual cultures. This transdisciplinary field analyzes the social construction of the visual as well as how the visual creates our social world. Visual culture studies differs from other related disciplines in two ways: first, its field of inquiry includes an expansive array of visual cultural artifacts and practices; and, second, its methodologies focus on the constitution of power relations through visual markers of race, gender, disability, and nationality. As the world continues to become increasingly understood through, and reliant on, the visual (the internet, films, television, scientific graphs, data visualization, video games, and advertisements), the need for people trained with the ability to critically interpret, create, and evaluate those mediums is essential.

ADMISIONS

Interested students declare the PhD minor by contacting Paola Hernández (director and advisor, at pshernandez@wisc.edu) and submitting a declaration form.

REQUIREMENTS

The Ph.D. minor in Visual Cultures is research-driven certificate. Selection of courses should contribute to your professional development. The Minor is awarded upon successful completion of 9 graduate-level credits in a combination of required and elective coursework, with a GPA of 3.0 (4.0 basis).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required courses (complete both):</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ART HIST/</td>
<td>Historiography. Theory and Methods in Visual Culture</td>
<td>3</td>
</tr>
<tr>
<td>AFROAMER 801</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ART HIST/</td>
<td>Visual Cultures: Topics in Visual Cultures</td>
<td>3</td>
</tr>
<tr>
<td>AFROAMER 802</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electives (complete at least 3 credits):</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 763</td>
<td>Studies in Japanese Literature</td>
<td></td>
</tr>
<tr>
<td>ART HIST 355</td>
<td>History of Photography</td>
<td></td>
</tr>
<tr>
<td>ART 470</td>
<td>Special Topics in 4D Art</td>
<td></td>
</tr>
<tr>
<td>AFROAMER/</td>
<td>Visual Culture, Gender and Critical Race Theory</td>
<td></td>
</tr>
<tr>
<td>GEN&amp;WS 679</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEN&amp;WS 340</td>
<td>Topics in LGBTQ Sexuality</td>
<td></td>
</tr>
<tr>
<td>GEN&amp;WS 371</td>
<td>Disability and Gender in Film</td>
<td></td>
</tr>
<tr>
<td>GEOG 501</td>
<td>Space and Place: A Geography of Experience</td>
<td></td>
</tr>
<tr>
<td>DS 642</td>
<td>Taste</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 451</td>
<td>Television Criticism</td>
<td></td>
</tr>
<tr>
<td>ART HIST/</td>
<td>Visual Cultures of India</td>
<td></td>
</tr>
<tr>
<td>ASIAN 428</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ART HIST 506</td>
<td>Curatorial Studies Exhibition Practice</td>
<td></td>
</tr>
<tr>
<td>ART HIST/</td>
<td>Mapping, Making, and Representing Colonial Spaces</td>
<td></td>
</tr>
<tr>
<td>ASIAN 621</td>
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<td></td>
</tr>
</tbody>
</table>

**Total Credits**: 9

Footnotes

1 Substitutions for this course may be available, contact the CVC director for more information.

PEOPLE

**CVC DIRECTOR**
Paola Hernández (Spanish and Portuguese)

**STEERING COMMITTEE**
- Faisal Abdu’Allah (Art)
- Mercedes Alcalá-Galán (Spanish and Portuguese)
- Jill Casid (Visual Culture/Art History)
- Christine Garlough (Gender and Women’s Studies)
- Eric Hoyt (Media and Cultural Studies/Communication Arts)
- Adam Kern (Visual Culture/East Asian Languages and Literature)
- Sarah Ann Wells (Comparative Literature)
- Keith Woodward (Geography)

**PROGRAM ASSISTANT:**
Sara Champlin (Art History)

A list of affiliate faculty may be found here ([https://cvc.wisc.edu/people/affiliate-faculty/](https://cvc.wisc.edu/people/affiliate-faculty/)).
The Graduate/Professional Certificate in Visual Cultures is intended for master’s degree students (usually MFA and terminal M.A. candidates) from across the university who desire training in the study of visual cultures. This transdisciplinary field analyzes the social construction of the visual as well as how the visual creates our social world. Visual culture studies differs from other related disciplines in two ways: first, its field of inquiry includes an expansive array of visual cultural artifacts and practices; and, second, its methodologies focus on the constitution of power relations through visual markers of race, gender, disability, and nationality. As the world continues to become increasingly understood through, and reliant on, the visual (the internet, films, television, scientific graphs, data visualization, video games, and advertisements), the need for people trained with the ability to critically interpret, create, and evaluate those mediums is essential.

**ADMISSIONS**

Interested students declare the certificate by contacting Paola Hernández (director and advisor, at pshernandez@wisc.edu) and submitting a declaration form.

**REQUIREMENTS**

The Graduate/Professional Certificate in Visual Cultures is a research-driven certificate. Selection of courses should contribute to your professional development. The certificate is awarded upon successful completion of 9 graduate-level credits in a combination of required and elective coursework, with a GPA of 3.0 (4.0 basis).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART HIST/</td>
<td>Historiography, Theory and Methods in Visual Culture</td>
<td>3</td>
</tr>
<tr>
<td>AFROAMER 801</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ART HIST/</td>
<td>Visual Cultures: Topics in Visual Cultures 1</td>
<td>3</td>
</tr>
<tr>
<td>AFROAMER 802</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electives</td>
<td>(complete at least 3 credits):</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 763</td>
<td>Studies in Japanese Literature</td>
<td></td>
</tr>
<tr>
<td>ART HIST 355</td>
<td>History of Photography</td>
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<tr>
<td>ART 470</td>
<td>Special Topics in 4D Art</td>
<td></td>
</tr>
<tr>
<td>AFROAMER/</td>
<td>Visual Culture, Gender and Critical Race Theory</td>
<td></td>
</tr>
<tr>
<td>GEN&amp;WS 679</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEN&amp;WS 340</td>
<td>Topics in LGBTQ Sexuality</td>
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</tr>
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<td>COM ARTS 451</td>
<td>Television Criticism</td>
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</tr>
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<td>ASIAN 428</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ART HIST 506</td>
<td>Curatorial Studies Exhibition Practice</td>
<td></td>
</tr>
</tbody>
</table>

1. Substitutions for this course may be available, contact the CVC director for more information.

**LEARNING OUTCOMES**

1. Show comprehension of the history, theories, and methods of Visual Culture as a field of study as they are practiced in the field of Visual Cultures
2. Demonstrate critical ability to work with and develop Visual Culture theories and methods
3. Develop capacity to conduct original research in Visual Culture
4. Show ability to work with Visual Culture theories and methods in the analysis and presentation of original research which may take oral, written, and visual forms
5. Develop the critical analytic, rhetorical, and technical skills necessary to effectively communicate original research in Visual Culture

**PEOPLE**
Asian Languages and Cultures

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE PROFESSIONAL/CERTIFICATES

- Asian Languages and Cultures, Doctoral Minor (p. 139)
- Asian Languages and Cultures, M.A. (p. 140)
- Asian Languages and Cultures, Ph.D. (p. 148)
- Chinese, Doctoral Minor (p. 154)
- Chinese, M.A. (p. 155)
- Chinese, Ph.D. (p. 159)
- Japanese, Doctoral Minor (p. 163)
- Japanese, M.A. (p. 164)
- Japanese, Ph.D. (p. 169)

Asian Languages and Cultures, Doctoral Minor

The Doctoral Minor in Asian Languages and Cultures is intended for students outside of the department to gain familiarity with the discipline in literature or linguistics generally while also honing an area of specialization.

Admissions

- Meet with a faculty member in the Asian Languages & Cultures program to discuss requirements and course options.
- Request a minor agreement form from the Graduate Program Coordinator (rweiss@wisc.edu).
- Submit the Ph.D. Minor in Asian Languages & Cultures form and obtain the approval and signature of major professor. After you have completed the preliminary Ph.D. examinations, the ALC program advisor or ALC Director of Graduate Studies will sign the warrant indicating completion of the minor.

Requirements

Students in other departments who wish to minor in Asian languages and cultures must complete 12 credits above the 300 level with a cumulative GPA of 3.0 in the department. Such students are required to take one course in literature and one course in religion or philosophy. Any other courses to fulfill the minor requirement are selected in prior consultation with the student’s faculty advisor, who is designated as such by the Department of Asian Languages and Cultures and is authorized to sign the doctoral minor agreement form.

Courses cross-listed in a student’s major department and in Asian Languages and Cultures do not count toward the minor requirement. Elementary and intermediate language courses or “directed study” courses are not accepted toward the fulfillment of the minor requirement in Asian Languages and Cultures.

People

Faculty

Asian Languages and Cultures is home to nearly twenty faculty whose research and teaching specialties cover a wide range of topics, including traditional medicine in India; the Hindu roots of yoga; diversifying contemporary mindfulness practice with insights from Tibetan Buddhism; human rights in Thailand; Chinese ghost stories, traditional poetics and philology; sociolinguistics and discourse analysis of the Mandarin, Japanese, Korean, and Indonesian languages; analysis of classical Japanese tale fiction, early modern comedic narratives, manga, anime; and Japanese counterculture. Visit our faculty pages (https://alc.wisc.edu/about/faculty/) for more information on areas of expertise, current research, teaching, and publications.

Gudrun Bühnemann
gbuhnema@wisc.edu
Professor
Fields of Study: Sanskrit language and literature; Buddhism in India and Nepal; Hinduism; Tantrism and Yoga Studies

Anthony Cerulli
acerulli@wisc.edu
Associate Professor
Fields of Study: Hinduism; Religion in South Asia; Medical Humanities; History of Medicine in India; Sanskrit Language and Literature; Kerala History and Culture

Charo D’Etcheverry
cdetcheverry@wisc.edu
Professor
Fields of Study: Classical Japanese literature (especially court fiction and its reception and early kabuki)

Anatoly Detwyler
detwyler@wisc.edu
Assistant Professor
Fields of Study: Modern Chinese literature and history, comparative new media, information studies

John D. Dunne
jddunne@wisc.edu
Professor
Fields of Study: Buddhist philosophy and contemplative practice; Religious Studies; Cognitive Science of Religion; Contemplative Science

Naomi Geyer
nfgeyer@wisc.edu
Associate Professor
Fields of Study: Japanese Language, Language Pedagogy, Pragmatics

Tyrell Haberkorn
tyrell.haberkorn@wisc.edu
Professor
Fields of Study: Violence, Human Rights, Sovereignty, Arbitrary Detention, Land Rights, Agrarian Struggle, Historiographies of Repression, Gender Studies, Socialism, Dissident Literature, Southeast Asia (Thailand)

Rania Huntington
huntington@wisc.edu
Professor
Asian Languages and Cultures, M.A.

The Department of Asian Languages and Cultures offers a new interdisciplinary M.A. and Ph.D. program in Asian Languages and Cultures. Students may take advantage of the many opportunities within the department and on campus to do in-depth research on Asia from multiple disciplinary perspectives and across the traditional area studies divisions of East, South, and Southeast Asia. We welcome applications from students who are interested in working transregionally, transdisciplinarily, or both. This includes students with a traditional background in Asian Studies and related academic fields as well as those whose path to studying Asia has been through professional work.

Asian Languages and Cultures is home to nearly twenty faculty whose research and teaching specialties cover a wide range of topics, including traditional medicine in India; the history of yoga; contemporary mindfulness practice with insights from Tibetan Buddhism; human rights in Thailand; Chinese ghost stories, traditional poetics and philology; sociolinguistics and discourse analysis of the Mandarin, Japanese, Korean, Indonesian languages; analysis of classical Japanese tale fiction, early modern comedic narratives, manga, and anime; and Japanese counterculture.

Asian Studies at UW–Madison has strong ties across departments, to research centers, area studies programs, extensive library connections, and alumni relations.

### ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 10</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
</tbody>
</table>
Other Test(s) (e.g., GMAT, MCAT) | n/a
Letters of Recommendation | Required

Thank you for your interest in our programs. The Department of Asian Languages and Cultures (ALC) offers a graduate program in Asian Languages and Cultures (https://alc.wisc.edu/graduate-programs/asian-languages-and-cultures/), Chinese (https://alc.wisc.edu/graduate-programs/chinese/) and Japanese (https://alc.wisc.edu/graduate-programs/japanese/).

Prior to submitting application and materials, applicants should carefully review the information regarding the program of interest and the faculty's expertise (https://alc.wisc.edu/about/faculty/) to determine the fit between their interest and the program. To this extent, prospective applicants may contact a specific faculty to discuss their research interest prior to submitting applications.

Applicants should also review the Graduate School's admission process (http://guide.wisc.edu/graduate/asian-languages-cultures/), Graduate School's minimum requirements (http://grad.wisc.edu/admissions/requirements/), and program requirements and information prior to submitting the online application and fee. The application fee cannot be waived or refunded.

**DEADLINES**

We accept applications for the fall term only.

In order to be considered for fellowships, project assistantships, and teaching assistantships (https://alc.wisc.edu/graduate-programs/costs/), all application materials must be in by January 10.

If you do not need any funding support, you may submit applications by April 15.

**APPLICATION PROCESS**

New applicants to UW-Madison apply to programs through the Graduate School application process. Complete the online Graduate application (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2fhttps%3a%2f%2fgrad.wisc.edu%2fapply/) and select the Asian Languages and Cultures (major code 597) or Chinese (major code 171) or Japanese (major code 583) program.

If you are a currently enrolled UW-Madison graduate student and would like to add or change your current graduate program to Asian Languages and Cultures, Chinese, or Japanese, you do not need to fill out the online application. You will need to submit the following to the ALC Graduate Program Coordinator (1244 Van Hise):

- Grad School "Add/Change Program" form (click on link and look for form in the "Academic Forms" box)
- Letters of recommendation
- CV or Resume
- Statement of purpose

The applications from current UW–Madison graduate students will be reviewed every spring, together with new applications submitted.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**GRADUATE STUDENT COSTS**

For tuition and living costs, please view the Cost of Attendance page (https://financialaid.wisc.edu/cost-of-attendance/). International applicants recommended for admission to the Graduate School are required to show sufficient funds to attend the University during the course of studies (tuition, food and housing, incidentals and health insurance) to be officially accepted by the Graduate School.

**DEPARTMENT RESOURCES**

The Department of Asian Languages and Cultures offers financial assistance in the forms of fellowships, teaching assistantships (TAships), and project assistantships (PAships). Please make note of the deadline of January 10 for financial assistance consideration. All necessary materials including test scores must be submitted by the deadline.

If you are an international applicant and receive a fellowship, PAship or TAship, please make note that you will likely be required to show additional financial documentation to meet the minimum required for your official acceptance to the Graduate School.

**OTHER AWARDS & FELLOWSHIPS**

- **Foreign Language & Area Studies (FLAS) Fellowships**: FLAS fellowships are funded by the U.S. Department of Education and administered by the UW’s National Resource Centers to assist students in acquiring foreign language and either area or international studies competencies. FLAS awards are only available for specific languages (https://flas.wisc.edu/Languages.html) and are contingent on federal funding.

  Applicatns must be U.S. citizens or permanent residents of the United States. Applications by students in professional fields are encouraged. Preference will be given to applicants with a high level of academic ability and with previous language training.

  Academic Year and Summer FLAS awards are two separate competitions requiring two separate and complete applications.

  Complete details about FLAS at UW-Madison are available on the FLAS FAQs (https://flas.wisc.edu/FAQS.html) (your first stop) and the FLAS Languages & Coordinators pages (https://flas.wisc.edu/Languages.html) (should you have additional questions).

- **Advanced Opportunity Fellowship (AOF)**: This fellowship is awarded to highly qualified underrepresented students. To be considered for AOF funding, prospective students must be new to the Graduate School and be admissible to a graduate program at the University of Wisconsin-Madison. For further information: https://grad.wisc.edu/diversity/.
• **Project Assistantships.** Availability of PAship vary from one year to another, depending on the types of projects the departmental faculty are engaged in. PAs assist faculty members' research projects and/or respond to some programmatic needs of the department and other campus units.

• **Teaching Assistantships.** Availability and types of TAship vary from one year to another, depending on the department's curricular needs and the student enrollment. TAs will support a number of our language and culture courses, typically team-teaching with faculty members. If you are interested in being a teaching assistant in our language programs, you must submit the TA application and necessary materials (1-2 page written autobiography that refers to your prior teaching experience, letter of recommendation that speaks to your teaching experience, video recording of your teaching, if available) through the Graduate School application system by January 10.

• **Institute for Regional and International Studies (IRIS) Awards Office:** IRIS manages its own funding opportunities (Scott Kloeck-Jenson Fellowships, IRIS Graduate Fieldwork Awards, Incubator Grants), coordinates the campus component of a number of external programs (Boren Fellowships, Fulbright US Student Program, Fulbright-Hays DDRA, Luce Scholars Program), assists students, faculty, and staff in exploring funding options, and much more. Visit: [https://iris.wisc.edu/funding/](https://iris.wisc.edu/funding/) for more information on awards. Contact Mark Lilleleht, Assistant Director for Awards, with questions at awards@iris.wisc.edu & 608-265-6070.

• **Other Forms of Financial Aid:** Loans and some on-campus job openings are handled through the Office of Student Financial Aid ([https://financialaid.wisc.edu/](https://financialaid.wisc.edu/)). Please contact them to obtain more information.

• Students may also obtain information from the [Grants Information Center](https://iris.wisc.edu/funding/) in the Memorial Library, Room 262, 728 State Street, Madison, WI 53706. Phone 608-262-3242.

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### MAJOR REQUIREMENTS

##### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td></td>
<td>3.00 GPA required.</td>
<td>Students must earn a B or above in all coursework (300 or above, not including research credits) taken as a graduate student.</td>
</tr>
<tr>
<td>Graduate GPA</td>
<td></td>
<td></td>
<td>There are two possible exit requirements for the M.A. One of the following two options will be chosen in consultation with the advisors.</td>
</tr>
<tr>
<td>Requirements</td>
<td></td>
<td></td>
<td>Students should select two substantially revised and/or expanded research papers completed during their graduate study to submit to their committee (the advisors and one additional faculty member). In addition to the written papers, an oral presentation of these papers to the committee is required.</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
<td>An approximately 50-page M.A. thesis. In addition to the written thesis, an oral presentation of the thesis to the committee is required. This option is usually appropriate for a student who wishes to continue in the Ph.D. program.</td>
</tr>
<tr>
<td>Language</td>
<td>Six semesters of study of an Asian language or four semesters of study of two Asian languages, or the equivalent level of proficiency as established by examination by department faculty and staff. Additional language study may be required by the advisors.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### REQUIRED COURSES

- At least 21 credits in Asia-related graduate courses in the department or elsewhere on campus.
- At most 9 credits of other graduate courses as approved by the advisors.
- Language study at the third-year level and beyond can count toward the total degree credits to a maximum of 12 credits (see table below).
Students may take courses and seminars drawn from offerings in other departments, or within Asian Languages and Cultures, as decided in collaboration between student and the co-advisors, such as:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASIAN/RELIG ST 306</td>
<td>Hinduism</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/RELIG ST 307</td>
<td>A Survey of Tibetan Buddhism</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/HISTORY/RELIG ST 308</td>
<td>Introduction to Buddhism</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN 311</td>
<td>Modern Indian Literatures</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/HISTORY 319</td>
<td>The Vietnam Wars</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/HISTORY 335</td>
<td>The Koreans: Korean War to the 21st Century</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/E A STDs/HISTORY 337</td>
<td>Social and Intellectual History of China, 589 AD-1919</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/E A STDs/HISTORY 341</td>
<td>History of Modern China, 1800-1949</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/E A STDs/HISTORY 342</td>
<td>History of the Peoples Republic of China, 1949 to the Present</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN 351</td>
<td>Survey of Classical Chinese Literature</td>
<td>3</td>
</tr>
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<td>ASIAN 352</td>
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Asian Languages and Cultures, M.A.

Program Tracks

Students may choose to focus their studies in a thematic track, such as; Asian Religions, Asian Medical and Health Humanities, and Asian Rights, Violence, and Law. Initially working with two co-advisors, each student will craft a program of coursework that combines Asia-focused courses with disciplinary study in and beyond the Department of Asian Languages and Cultures. This may include linkages with other departments as well as UW-Madison’s rich array of centers and programs, including the Center for Healthy Minds (https://centerhealthyminds.org/), Center for Visual Cultures (https://cvc.wisc.edu/), Human Rights Program (http://law.wisc.edu/gls/human_rights.html), Religious Studies Program (http://religiousstudies.lss.wisc.edu/), and the Center for East Asian Studies (https://eastasia.wisc.edu/), the Center for South Asia (http://southasia.wisc.edu/), and the Center for Southeast Asian Studies (http://seasia.wisc.edu/).

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript or diploma.

- **Asian Medical and Health Humanities Track**

The M.A. and Ph.D. in Asian Languages and Cultures welcomes students interested to do interdisciplinary research that employs theories and methods in medicine and health humanities to probe questions in Asian societies and histories about healthcare, patienthood, embodiment, and psychology. Students may work in a transasian perspective and will be encouraged to work across multiple disciplines, including anthropology, history of science, literature, cognitive science and religious studies. Drawing on the resources in the Department of Asian Languages and Cultures and across the UW-Madison campus, students may examine such things as the imperial, cultural, and structural-economic matrices that impact human flourishing and suffering in Asian societies; the spread of biomedicine in Asia and Cold War politics; the appropriation of traditional modalities and contemplative practices such as mindfulness and yoga into contemporary medical contexts; links between western biomedicine and the politics of nation building under and after colonialism in Asia; and the entwined histories of religion, politics, and medicine in premodern Asian societies.

**Core Faculty:** Buhnemann (https://alc.wisc.edu/about/faculty/gudrun-b%25c3%25bchnemann/), Cerulli (https://alc.wisc.edu/about/faculty/anthony-cerulli/), Dunne (https://alc.wisc.edu/about/faculty/john-d-dunne/)

- **Asian Religions Track**

The M.A. and Ph.D. in Asian Languages and Cultures welcomes students interested to do interdisciplinary research on the numerous religious traditions of East Asia, the Himalayan region, South Asia, and Southeast Asia. Students may focus on one or more traditions, including Buddhism, Hinduism, Islam, and Zoroastrianism. Study of such traditions, whether in their past or present forms, using a combination of approaches, such as philology, history, ethnography and philosophy, is generally conducted with faculty members in the Department of Asian Languages and Cultures as well as affiliates in other units on campus, including Religious Studies, Art History, History, Comparative Literature, the Center for Healthy Minds, and UW-Madison’s area studies centers.

**Core Faculty:** Dunne (https://alc.wisc.edu/about/faculty/gudrun-b%25c3%25bchnemann/), Cerulli (https://alc.wisc.edu/about/faculty/anthony-cerulli/), Buhnemann (https://alc.wisc.edu/about/faculty/gudrun-b%25c3%25bchnemann/), Haberkorn (https://alc.wisc.edu/about/faculty/tyrell-haberkorn/) 

**Affiliate Faculty:** McCoy (https://history.wisc.edu/faculty_am.htm)

### Third Year/Advanced Language Study Course Options

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**Policies**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, no more than 7 credits of graduate coursework completed while a UW–Madison undergraduate maybe counted to satisfy degree requirements. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.
PROBATION
If a student’s average falls below 3.0 in a given semester, the department will decide whether the student may continue on probation. A specific plan will be arranged with dates and deadlines in place in regard to removal of probationary status.

ADVISOR / COMMITTEE
Starting Fall 2018, all students are required to have two co-advisors, identified at the time of admissions. During the course of study, students meet regularly with their advisors to ensure satisfactory progress.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
The maximum time for completing all M.A. requirements and passing the M.A. examination is three years.

Master’s degree students who are absent for five or more years will not be given credit for prior work.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  • Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  • Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  • Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  • Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  • Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  • Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  • Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  • Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Throughout the academic year, professional development trainings, workshops, and graduate student-organized activities take place. The Director of Graduate Studies is eager to hear from students about what interests they have for such events.

GRADUATE SCHOOL OFFICE OF PROFESSIONAL DEVELOPMENT
The Graduate School Office of Professional Development (OPD) coordinates, develops, and promotes learning opportunities to foster the academic, professional, and life skills of graduate students and postdoctoral researchers and scholars.

Professional development topics include Individual Development Plans (https://grad.wisc.edu/pd/idp/), communication, mentoring, grant writing, dissertation writing, career exploration, job search strategies, and more. OPD collaborates with the Writing Center, Libraries, DoIT Software Training for Students, Delta, career centers, and others to provide a wealth of resources and events tailored to the needs of UW–Madison graduate students.

The office developed and maintains DiscoverPD (https://my.grad.wisc.edu/DiscoverPD/), an innovative tool for UW–Madison graduate students to advance their academic and professional goals. DiscoverPD introduces nine areas (or “facets”) of professional development, includes a self-assessment, and provides a customized report of areas of strength and weakness. The report comes with recommendations to help graduate students strengthen their ability within each area.

More information on campus resources for student professional development is available at Graduate Student Professional Development (http://grad.wisc.edu/pd/). Students may keep up-to-date by reading GradConnections (https://grad.wisc.edu/new-students/), the weekly newsletter for graduate students, and bookmarking the Events Calendar (https://grad.wisc.edu/events/) to keep tabs on upcoming workshops of interest.

LEARNING OUTCOMES
1. Identify the primary field(s) of study in a historical, comparative, and global context.
2. Discuss the major theories, research methods, and approaches to inquiry in the selected area of the student’s focus.
3. Integrate theories into practice.
4. Articulate and communicate knowledge in specialized field(s).
5. Recognize and apply principles of professional and ethical conduct.
PEOPLE

FACULTY
Asian Languages and Cultures is home to nearly twenty faculty whose research and teaching specialities cover a wide range of topics, including traditional medicine in India; the Hindu roots of yoga; diversifying contemporary mindfulness practice with insights from Tibetan Buddhism; human rights in Thailand; Chinese ghost stories, traditional poetics and philology; sociolinguistics and discourse analysis of the Mandarin, Japanese, Korean, and Indonesian languages; analysis of classical Japanese tale fiction, early modern comedic narratives, manga, anime; and Japanese counterculture. Visit our faculty pages (https://alc.wisc.edu/about/faculty/) for more information on areas of expertise, current research, teaching, and publications.

Gudrun Bühnemann
gbuhnema@wisc.edu
Professor
Fields of Study: Sanskrit language and literature; Buddhism in India and Nepal; Hinduism; Tantrism and Yoga Studies

Anthony Cerulli
acerulli@wisc.edu
Associate Professor
Fields of Study: Hinduism; Religion in South Asia; Medical Humanities; History of Medicine in India; Sanskrit Language and Literature; Kerala History and Culture

Charo D’Etcheverry
cdetcheverry@wisc.edu
Professor
Fields of Study: Classical Japanese literature (especially court fiction and its reception and early kabuki)

Anatoly Detwyler
detwyler@wisc.edu
Assistant Professor
Fields of Study: Modern Chinese literature and history, comparative new media, information studies

John D. Dunne
jddunne@wisc.edu
Professor
Fields of Study: Buddhist philosophy and contemplative practice; Religious Studies; Cognitive Science of Religion; Contemplative Science

Naomi Geyer
ngeyer@wisc.edu
Associate Professor
Fields of Study: Japanese Language, Language Pedagogy, Pragmatics

Tyrell Haberkorn
tyrell.haberkorn@wisc.edu
Professor
Fields of Study: Violence, Human Rights, Sovereignty, Arbitrary Detention, Land Rights, Agrarian Struggle, Historiographies of Repression, Gender Studies, Socialism, Dissident Literature, Southeast Asia (Thailand)

Rania Huntington
huntington@wisc.edu
Professor
Fields of Study: Ming and Qing narrative and drama, literature of the weird and supernatural, memory in literature, depiction of women in literature

Jamal Jones
jones23@wisc.edu
Assistant Professor
Fields of Study: Classical Sanskrit and Telugu literature and the broader history of religion and culture in premodern south India.

Adam L. Kern
alkern@wisc.edu
Professor
Fields of Study: The popular literature, culture, poetry, theater, and visual culture of early modern unto modern Japan (1600-1900). Transcultural Analysis in Japan (manga, kibyôshi, etc) and beyond.

Hieyoon Kim
Hieyoon.kim@wisc.edu
Assistant Professor
Fields of Study: Cinema; Media Activism; Cultural Studies; History of Modern and Contemporary Korea

Byung-jin Lim
byungjin.lim@wisc.edu
Associate Professor
Fields of Study: Korean Language and Linguistics, Second/Foreign Language Acquisition, Computer-Mediated Communication, Korean Language Textbook Development

Junko Mori
jmori@wisc.edu
Professor
Fields of Study: Japanese Linguistics, Applied Linguistics, Conversation Analysis, Sociolinguistics

Eunsil Oh
eoh26@wisc.edu
Assistant Professor
Fields of Study: Gender; Work and Family; Feminism; and East Asia

Steve Ridgely
steve.ridgely@wisc.edu
Associate Professor
Fields of Study: Modern Japanese literature, Cultural Theory, Transasian Studies

Hongming Zhang
hzhang6@wisc.edu
Professor
Fields of Study: Chinese linguistics; syntax-phonology interface; prosodic phonology; poetic prosody; history of Chinese language; teaching Chinese as a second language

Weihua Zhu
wzhu34@wisc.edu (%20wzhu34@wisc.edu)
Associate Professor
Fields of Study: Discourse Analysis, Pragmatics, Pedagogy and Second Language Acquisition
ASIAN LANGUAGES AND CULTURES, PH.D.

The Department of Asian Languages and Cultures offers a new interdisciplinary M.A. and Ph.D. program in Asian Languages and Cultures. Students may take advantage of the many opportunities within the department and on campus to do in-depth research on Asia from multiple disciplinary perspectives and across the traditional area studies divisions of East, South, and Southeast Asia. We welcome applications from students who are interested in working transregionally, transdisciplinarily, or both. This includes students with a traditional background in Asian Studies and related academic fields as well as those whose path to studying Asia has been through professional work.

The Department of Asian Languages and Cultures has developed a lively intellectual community around Transasian Studies and is supporting student-led seminars, reading groups, workshops, and other events. Prospective graduate students are encouraged to reach out to faculty members who share their academic and research interests.

Asian Languages and Cultures is home to nearly twenty faculty whose research and teaching specialties cover a wide range of topics, including traditional medicine in India; the history of yoga; contemporary mindfulness practice with insights from Tibetan Buddhism; human rights in Thailand; Chinese ghost stories, traditional poetics and philology; sociolinguistics and discourse analysis of the Mandarin, Japanese, Korean, Indonesian languages; analysis of classical Japanese tale fiction, early modern comedic narratives, manga, and anime; and Japanese counterculture.

Asian Studies at UW–Madison has strong ties across departments, to research centers, area studies programs, extensive library connections, and alumni relations.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 10</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
</tbody>
</table>

Thank you for your interest in our programs. The Department of Asian Languages and Cultures (ALC) offers a graduate program in Asian Languages and Cultures (https://alc.wisc.edu/graduate-programs/asian-languages-and-cultures/), Chinese (https://alc.wisc.edu/graduate-programs/chinese/) and Japanese (https://alc.wisc.edu/graduate-programs/japanese/).

Prior to submitting application and materials, applicants should carefully review the information regarding the program of interest and the faculty’s expertise (https://alc.wisc.edu/about/faculty/) to determine the fit between their interest and the program. To this extent, prospective applicants may contact a specific faculty to discuss their research interest prior to submitting applications.

Applicants should also review the Graduate School’s admission process (http://guide.wisc.edu/graduate/asian-languages-cultures/asian-languages-cultures-phd/https://grad.wisc.edu/apply/), Graduate School’s minimum requirements (http://grad.wisc.edu/admissions/requirements/), and program requirements and information prior to submitting the online application and fee. The application fee cannot be waived or refunded.

DEADLINES

We accept applications for the fall term only.

In order to be considered for fellowships, project assistantships, and teaching assistantships (https://alc.wisc.edu/graduate-programs/costs/), all application materials must be in by January 10.

If you do not need any funding support, you may submit applications by April 15.

APPLICATION PROCESS

New applicants to UW-Madison apply to programs through the Graduate School application process. Complete the online Graduate application (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2F) and select the Asian Languages and Cultures (major code 597) or Chinese (major code 171) or Japanese (major code 583) program.

If you are a currently enrolled UW-Madison graduate student and would like to add or change your current graduate program to Asian Languages and Cultures, Chinese, or Japanese, you do not need to fill out the online application. You will need to submit the following to the ALC Graduate Program Coordinator (1244 Van Hise):

- Grad School "Add/Change Program (https://grad.wisc.edu/documents/change-program/)* form (click on link and look for form in the "Academic Forms" box)
- Letters of recommendation
- CV or Resume
- Statement of purpose

- Other Test(s) (e.g., GMAT, MCAT) n/a
- Letters of Recommendation Required 3
The applications from current UW–Madison graduate students will be reviewed every spring, together with new applications submitted.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**GRADUATE STUDENT COSTS**

For tuition and living costs, please view the Cost of Attendance page (https://financialaid.wisc.edu/cost-of-attendance/). International applicants recommended for admission to the Graduate School are required to show sufficient funds to attend the University during the course of studies (tuition, food and housing, incidentals and health insurance) to be officially accepted by the Graduate School.

**DEPARTMENT RESOURCES**

The Department of Asian Languages and Cultures offers financial assistance in the forms of fellowships, teaching assistantships (TAships), and project assistantships (PAships). Please make note of the deadline of January 10 for financial assistance consideration. All necessary materials including test scores must be submitted by the deadline.

If you are an international applicant and receive a fellowship, PAship or TAship, please make note that you will likely be required to show additional financial documentation to meet the minimum required for your official acceptance to the Graduate School.

**OTHER AWARDS & FELLOWSHIPS**

- **Foreign Language & Area Studies (FLAS) Fellowships**: FLAS fellowships are funded by the U.S. Department of Education and administered by the UW’s National Resource Centers to assist students in acquiring foreign language and either area or international studies competencies. FLAS awards are only available for specific languages (https://flas.wisc.edu/Languages.html) and are contingent on federal funding.

  Applicants must be U.S. citizens or permanent residents of the United States. Applications by students in professional fields are encouraged. Preference will be given to applicants with a high level of academic ability and with previous language training.

  Academic Year and Summer FLAS awards are two separate competitions requiring two separate and complete applications.

  Complete details about FLAS at UW-Madison are available on the FLAS FAQs (https://flas.wisc.edu/FAQS.html) (your first stop) and the FLAS Languages & Coordinators pages (https://flas.wisc.edu/Languages.html) (should you have additional questions).

- **Advanced Opportunity Fellowship (AOF)**: This fellowship is awarded to highly qualified underrepresented students. To be considered for AOF funding, prospective students must be new to the Graduate School and be admissible to a graduate program at the University of Wisconsin-Madison. For further information: https://grad.wisc.edu/diversity/.

- **Project Assistantships**: Availability of PAship vary from one year to another, depending on the types of projects the departmental faculty are engaged in. PAs assist faculty members’ research projects and/or respond to some programmatic needs of the department and other campus units.

- **Teaching Assistantships**: Availability of TAship vary from one year to another, depending on the department’s curricular needs and the student enrollment. TAs will support a number of our language and culture courses, typically team-teaching with faculty members. If you are interested in being a teaching assistant in our language programs, you must submit the TA application and necessary materials (1-2 page written autobiography that refers to your prior teaching experience, letter of recommendation that speaks to your teaching experience, video recording of your teaching, if available) through the Graduate School application system by January 10.

  - **Institute for Regional and International Studies (IRIS) Awards**
    - **Office**: IRIS manages its own funding opportunities (Scott Kloeck-Jenson Fellowships, IRIS Graduate Fieldwork Awards, Incubator Grants), coordinates the campus component of a number of external programs (Boren Fellowships, Fulbright US Student Program, Fulbright-Hays DDRA, Luce Scholars Program), assists students, faculty, and staff in exploring funding options, and much more. Visit: https://iris.wisc.edu/funding/ for more information on awards. Contact Mark Lilleleht, Assistant Director for Awards, with questions at awards@iris.wisc.edu & 608-265-6070.

  - **Other Forms of Financial Aid**: Loans and some on-campus job openings are handled through the Office of Student Financial Aid (https://financialaid.wisc.edu/). Please contact them to obtain more information.

  - **Students may also obtain information from the Grants Information Center in the Memorial Library, Room 262, 728 State Street, Madison, WI 53706. Phone 608-262-3242.**

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

## CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>All 51 credits must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B or above in all coursework (300 or above, not including research credits) taken as a graduate student.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>The preliminary exam must be taken within 1 semester after completing doctoral coursework. Comprehensive written preliminary exams will be based on reading lists developed with the committee. These exams have four parts: general competence in major field; secondary field; theory and method; and specialized area of dissertation focus. The preliminary examination will be evaluated by a committee of at least three members (the co-advisors and an additional faculty member). Successful completion of the exam process will also require research language competence as demonstrated through examinations in one or more languages as determined by the advisors. A dissertation proposal must be approved within 1 year after completing prelim exams. An oral defense of the proposal will be evaluated by the committee.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Additional language coursework beyond the M.A. requirements is not required in general, but students must gain sufficient competence to pass the research language exams required by the advisors.</td>
</tr>
<tr>
<td>Doctoral Minor Breadth Requirements</td>
<td>A doctoral minor is not a requirement, but a student, in consultation with their advisors, may choose to complete a minor.</td>
</tr>
</tbody>
</table>

## REQUIRED COURSES

- At least 15 credits in Asia-related graduate courses in the department or elsewhere on campus
- At most 6 credits of other courses as approved by the advisors
- Additional language coursework beyond the M.A. requirements is not required in general, but students must gain sufficient competence to pass the research language exams required by the advisors.

Language study at the third year level and beyond can count toward the total degree credits to a maximum of 6 credits past the M.A.

Students may take courses and seminars drawn from offerings in other departments or within Asian Languages and Cultures, as decided in collaboration between student and the co-advisors, such as:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASIAN/RELIG ST 307</td>
<td>A Survey of Tibetan Buddhism</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/HISTORY/RELIG ST 308</td>
<td>Introduction to Buddhism</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN 311</td>
<td>Modern Indian Literatures</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/HISTORY 319</td>
<td>The Vietnam Wars</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/HISTORY 335</td>
<td>The Koreas: Korean War to the 21st Century</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/E A STD/STDS/HISTORY 337</td>
<td>Social and Intellectual History of China, 589 AD-1919</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/E A STD/STDS/HISTORY 341</td>
<td>History of Modern China, 1800-1949</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/E A STD/STDS/HISTORY 342</td>
<td>History of the Peoples Republic of China, 1949 to the Present</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN 351</td>
<td>Survey of Classical Chinese Literature</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 352</td>
<td>Survey of Modern Chinese Literature</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 353</td>
<td>Lovers, Warriors and Monks: Survey of Japanese Literature</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 361</td>
<td>Love and Politics: The Tale of Genji</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 371</td>
<td>Topics in Chinese Literature</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 376</td>
<td>Manga</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 403</td>
<td>Southeast Asian Literature</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/ART HIST 428</td>
<td>Visual Cultures of India</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/RELIG ST 430</td>
<td>Indian Traditions in the Modern Age</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 431</td>
<td>Chinese Linguistics I</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 434</td>
<td>Introduction to Japanese Linguistics</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/HISTORY/RELIG ST 438</td>
<td>Buddhism and Society in Southeast Asian History</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/RELIG ST 444</td>
<td>Introduction to Sufism (Islamic Mysticism)</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/E A STD/STDS/HISTORY 454</td>
<td>Samurai: History and Image</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/E A STD/STDS/HISTORY 456</td>
<td>Pearl Harbor &amp; Hiroshima: Japan, the US &amp; The Crisis in Asia</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/HISTORY 458</td>
<td>History of Southeast Asia Since 1800</td>
<td>3-4</td>
</tr>
<tr>
<td>ASIAN/RELIG ST 460</td>
<td>The History of Yoga</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/HISTORY 463</td>
<td>Topics in South Asian History</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/RELIG ST 466</td>
<td>Buddhist Thought</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/RELIG ST 473</td>
<td>Meditation in Indian Buddhism and Hinduism</td>
<td>3</td>
</tr>
</tbody>
</table>
with disciplinary study in and beyond the Department of Asian Languages and Cultures. This may include linkages with other departments as well as UW-Madison’s rich array of centers and programs, including the Center for Healthy Minds (https://centerhealthyminds.org/), Center for Visual Cultures (https://cvc.wisc.edu/), Human Rights Program (http://law.wisc.edu/gls/human_rights.html), Religious Studies Program (http://religiousstudies.lss.wisc.edu/), and the Center for East Asian Studies (https://eastasia.wisc.edu/), the Center for South Asia (http://southasia.wisc.edu/), and the Center for Southeast Asian Studies (http://seasia.wisc.edu/).

Asian Medical and Health Humanities Track
The M.A. and Ph.D. in Asian Languages and Cultures welcomes students interested to do interdisciplinary research that employs theories and methods in medicine and health humanities to probe questions in Asian societies and histories about healthcare, patienthood, embodiment, and psychology. Students may work in a transasian perspective and will be encouraged to work across multiple disciplines, including anthropology, history of science, literature, cognitive science and religious studies. Drawing on the resources in the Department of Asian Languages and Cultures and across the UW-Madison campus, students may examine such things as the imperial, cultural, and structural-economic matrices that impact human flourishing and suffering in Asian societies; the spread of biomedicine in Asia and Cold War politics; the appropriation of traditional modalities and contemplative practices such as mindfulness and yoga into contemporary medical contexts; links between western biomedicine and the politics of nation building under and after colonialism in Asia; and the entwined histories of religion, politics, and medicine in premodern Asian societies.

Core Faculty: Buhnemann (https://alc.wisc.edu/about/faculty/gudrun-b%25c3%25bchnemann/), Cerulli (https://alc.wisc.edu/about/faculty/anthony-cerulli/), Dunne (https://alc.wisc.edu/about/faculty/john-d-dunne/)

Asian Religions Track
The M.A. and Ph.D. in Asian Languages and Cultures welcomes students interested to do interdisciplinary research on the numerous religious traditions of East Asia, the Himalayan region, South Asia, and Southeast Asia. Students may focus on one or more traditions, including Buddhism, Hinduism, Islam, and Zoroastrianism. Study of such traditions, whether in their past or present forms, using a combination of approaches, such as philology, history, ethnography, and psychology. Students may work in a transasian perspective and will be encouraged to work across multiple disciplines, including anthropology, history of science, literature, cognitive science and religious studies. Drawing on the resources in the Department of Asian Languages and Cultures and across the UW-Madison campus, students may examine such things as the imperial, cultural, and structural-economic matrices that impact human flourishing and suffering in Asian societies; the spread of biomedicine in Asia and Cold War politics; the appropriation of traditional modalities and contemplative practices such as mindfulness and yoga into contemporary medical contexts; links between western biomedicine and the politics of nation building under and after colonialism in Asia; and the entwined histories of religion, politics, and medicine in premodern Asian societies.

Core Faculty: Buhnemann (https://alc.wisc.edu/about/faculty/gudrun-b%25c3%25bchnemann/), Cerulli (https://alc.wisc.edu/about/faculty/anthony-cerulli/), Dunne (https://alc.wisc.edu/about/faculty/john-d-dunne/)

Asian Rights, Violence and Law Track
How are rights, law and justice understood and experienced comparatively in and beyond Asia? How are rights violated and promoted by states and citizens? How does violence – regional, state, communal – and its memory reshape societies and nations? What are the manifestations of the rule of law and its opposites? What representations and metaphors for justice are found in art, film, and literature? The M.A. and Ph.D. program in Transasian Studies particularly welcomes students

### ASIAN/ENGL 478
Indian Writers Abroad: Literature, Diaspora and Globalization 3

### ASIAN/RELIG ST 505
The Perfectible Body in Religions, Medicines, and Politics 3

### ASIAN 571
Readings in Classical Chinese Literature 1-3

### ASIAN 573
Readings in Classical Japanese Literature 3

### ASIAN/RELIG ST 620
Proseminar: Studies in Religions of Asia 3

### ASIAN/ART HIST 621
Mapping, Making, and Representing Colonial Spaces 3

### ASIAN 630
Proseminar: Studies in Cultures of Asia 3

### ASIAN 631
History of the Chinese Language 3

### ASIAN 632
Studies in Chinese Linguistics 3

### ASIAN 641
History of Chinese Literature 3

### ASIAN/RELIG ST 650
Proseminar in Buddhist Thought 2-3

### ASIAN 671
Literary Studies in Chinese Drama 3

### ASIAN 672
Studies in Chinese Fiction 3

### ASIAN 698
Directed Study 2-3

### ASIAN 699
Directed Study 2-3

### ASIAN 700
Teaching Asian Languages 2-3

### ASIAN 701
Proseminar in Chinese Literature 3

### ASIAN 712
Teaching of Chinese 3

### ASIAN 713
Teaching of Japanese as a Foreign Language 3

### ASIAN 741
Studies in Chinese Syntax and Morphology 3

### ASIAN 761
Studies in Chinese Historical Texts 3

### ASIAN 762
Studies in Chinese Philosophical Texts 3

### ASIAN 763
Studies in Japanese Literature 3

### ASIAN 775
Japanese Applied Linguistics 3

### ASIAN 799
Reading for Research 1-3

### ASIAN 802
Seminar: Topics in Religions of Asia 3

### ASIAN 815
Seminar: Interdisciplinary Approaches to Asia 3

### ASIAN 833
Topics in East Asian Visual Cultures 3

### ASIAN/HISTORY 857
Seminar-History of India (South Asia) 1-3

### ASIAN 873
Seminar in Languages and Literatures of Asia 3

### ASIAN 932
Seminar in Chinese Linguistics 2-3

### ASIAN 951
Seminar in Chinese Literature 3

### ASIAN 971
Seminar in Chinese Thought 3

### ASIAN 990
Thesis Research 3

### ASIAN 999
Independent Research 1-3

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**Program Tracks**

Students may choose to focus their studies in a thematic track, such as: Asian Religions, Asian Medical and Health Humanities, and Asian Rights, Violence, and Law. Initially working with two co-advisors, each student will craft a program of coursework that combines Asia-focused courses with disciplinary study in and beyond the Department of Asian Languages and Cultures.

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1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript or diploma.
who would like to answer these and other questions comparatively, either across multiple countries, and/or drawing on more than one disciplinary approach, including history, literature, law, political science, art, and anthropology.

Core Faculty: Haberkorn (https://alc.wisc.edu/about/faculty/tyrell-haberkorn/) Affiliate Faculty: McCoy (https://history.wisc.edu/faculty_am.htm)

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, no more than 7 credits of graduate coursework (as defined above) completed while a UW–Madison undergraduate student may be counted to satisfy degree requirements. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of graduate coursework (as defined above) taken as a UW–Madison special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

A semester GPA below 3.0 will result in the student being placed on department probation. If a semester GPA of 3.0 is not attained during the subsequent semester of enrollment, the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

**ADVISOR / COMMITTEE**

Starting fall 2018, all students are required to be supervised by co-advisors. One of the co-advisors must be a member of the Asian Languages and Cultures program, but the other co-advisor can be identified from related fields outside of the department at UW-Madison.

At the point of beginning work on the dissertation, a single dissertation advisor (most likely one of the co-advisors) may be chosen, or the co-advising arrangement may continue for the dissertation as well.

Dissertation committees must have at least four members representing more than one graduate program, three of whom must be UW–Madison graduate faculty or former UW–Madison graduate faculty up to one year after resignation or retirement. At least one of the four members must be from outside of the student’s major program or major field.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employee(disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

n/a
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Throughout the academic year, professional development trainings, workshops, and graduate student-organized activities take place. The Director of Graduate Studies is eager to hear from students about what interests they have for such events.

GRADUATE SCHOOL OFFICE OF PROFESSIONAL DEVELOPMENT
The Graduate School Office of Professional Development (OPD) coordinates, develops, and promotes learning opportunities to foster the academic, professional, and life skills of graduate students and postdoctoral researchers and scholars.

Professional development topics include Individual Development Plans (https://grad.wisc.edu/pd/idp/), communication, mentoring, grant writing, dissertation writing, career exploration, job search strategies, and more. OPD collaborates with the Writing Center, Libraries, DoIT Software Training for Students, Delta, career centers, and others to provide a wealth of resources and events tailored to the needs of UW–Madison graduate students.

The office developed and maintains DiscoverPD (https://my.grad.wisc.edu/DiscoverPD/), an innovative tool for UW–Madison graduate students to advance their academic and professional goals. DiscoverPD introduces nine areas (or “facets”) of professional development, includes a self-assessment, and provides a customized report of areas of strength and weakness. The report comes with recommendations to help graduate students strengthen their ability within each area.

More information on campus resources for student professional development is available at Graduate Student Professional Development (http://grad.wisc.edu/pd/). Students may keep up-to-date by reading GradConnections (https://grad.wisc.edu/new-students/), the weekly newsletter for graduate students, and bookmarking the Events Calendar (https://grad.wisc.edu/events/) to keep tabs on upcoming workshops of interest.

LEARNING OUTCOMES

1. Demonstrate a thorough and in-depth understanding of research problems, potentials, and limits with respect to theory, knowledge, or practice in the selected area of the student's focus.
2. Formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the specialized field(s).
3. Create scholarship and advance knowledge that makes a substantive contribution to the field(s).
4. Articulate and communicate complex ideas in a clear and understandable manner to both specialized and general audiences.
5. Recognize, apply, and foster ethical and professional conduct.

PEOPLE

FACULTY
Asian Languages and Cultures is home to nearly twenty faculty whose research and teaching specialities cover a wide range of topics, including traditional medicine in India; the Hindu roots of yoga; diversifying contemporary mindfulness practice with insights from Tibetan Buddhism; human rights in Thailand; Chinese ghost stories, traditional poetics and philology; sociolinguistics and discourse analysis of the Mandarin, Japanese, Korean, and Indonesian languages; analysis of classical Japanese tale fiction, early modern comedic narratives, manga, anime; and Japanese counterculture. Visit our faculty pages (https://alc.wisc.edu/about/faculty/) for more information on areas of expertise, current research, teaching, and publications.

Gudrun Bühnemann
gbuhnema@wisc.edu
Professor
Fields of Study: Sanskrit language and literature; Buddhism in India and Nepal; Hinduism; Tantrism and Yoga Studies

Anthony Cerulli
acerulli@wisc.edu
Associate Professor
Fields of Study: Hinduism; Religion in South Asia; Medical Humanities; History of Medicine in India; Sanskrit Language and Literature; Kerala History and Culture

Charo D’Etcheverry
cdetcheverry@wisc.edu
Professor
Fields of Study: Classical Japanese literature (especially court fiction and its reception and early kabuki)

Anatoly Detwyler
detwyler@wisc.edu
Assistant Professor
Fields of Study: Modern Chinese literature and history, comparative new media, information studies

John D. Dunne
jddunne@wisc.edu
Professor
Fields of Study: Buddhist philosophy and contemplative practice; Religious Studies; Cognitive Science of Religion; Contemplative Science

Naomi Geyer
nfgeyer@wisc.edu
Associate Professor
Fields of Study: Japanese Language, Language Pedagogy, Pragmatics

Tyrell Haberkorn
tyrell.haberkorn@wisc.edu
Professor
Fields of Study: Violence, Human Rights, Sovereignty, Arbitrary Detention, Land Rights, Agrarian Struggle, Historiographies of Repression, Gender Studies, Socialism, Dissident Literature, Southeast Asia (Thailand)

Rania Huntington
huntington@wisc.edu
Professor
Fields of Study: Ming and Qing narrative and drama, literature of the weird and supernatural, memory in literature, depiction of women in literature

Jamal Jones
jones23@wisc.edu
Assistant Professor
Fields of Study: Classical Sanskrit and Telugu literature and the broader history of religion and culture in premodern south India.

Adam L. Kern
alkern@wisc.edu
Professor
Fields of Study: Classical Sanskrit and Telugu literature and the broader history of religion and culture in premodern south India.

Hieyoon Kim
Hieyoon.kim@wisc.edu
Assistant Professor
Fields of Study: Cinema; Media Activism; Cultural Studies; History of Modern and Contemporary Korea

Byung-jin Lim
byungjin.lim@wisc.edu
Associate Professor
Fields of Study: Korean Language and Linguistics, Second/Foreign Language Acquisition, Computer-Mediated Communication, Korean Language Textbook Development

Junko Mori
jmori@wisc.edu
Professor
Fields of Study: Japanese Linguistics, Applied Linguistics, Conversation Analysis, Sociolinguistics

Eunsil Oh
eoh26@wisc.edu
Assistant Professor
Fields of Study: Gender; Work and Family; Feminism; and East Asia

Steve Ridgely
steve.ridgely@wisc.edu
Associate Professor
Fields of Study: Modern Japanese literature, Cultural Theory, Transasian Studies

Hongming Zhang
hzhang6@wisc.edu
Professor
Fields of Study: Chinese linguistics; syntax-phonology interface; prosodic phonology; poetic prosody; history of Chinese language; teaching Chinese as a second language

Weihua Zhu
wzhu34@wisc.edu (%20wzhu34@wisc.edu)
Associate Professor
Fields of Study: Discourse Analysis, Pragmatics, Pedagogy and Second Language Acquisition

Weihua Zhu, Associate Professor
Website: https://alc.wisc.edu/about/faculty/weihua-zhu (https://alc.wisc.edu/about/faculty/weihua-zhu/)

CHINESE, DOCTORAL MINOR

The Doctoral Minor in Chinese is intended for students outside of the department to gain familiarity with the discipline in literature or linguistics generally while also honing an area of specialization.

ADMISSIONS

- Meet with a faculty member in the Chinese studies program to discuss requirements and course options.
- Request a minor agreement form from the Graduate Program Coordinator (rweiss@wisc.edu).
- Submit the Ph.D. Minor in Chinese form and obtain the approval and signature of major professor. After you have completed the preliminary Ph.D. examinations, the Chinese studies advisor or ALC Director of Graduate Studies will sign the warrant indicating completion of the minor.

REQUIREMENTS

Students from other graduate programs intending to take a doctoral minor in Chinese should consult the director of graduate study. For the minor, at least 12 credits in graduate-level courses are required (400 level or above; certain 300-level courses are accepted with the prior consent of the program).

PEOPLE

FACULTY

Anatoly Detwyler, Assistant Professor
Website: https://alc.wisc.edu/about/faculty/anatoly-detwyler (https://alc.wisc.edu/about/faculty/anatoly-detwyler/)
Email: detwyler@wisc.edu
Area: Modern Chinese Literature and History, Comparative New Media, Information Studies

Rania Huntington, Professor
Website: https://alc.wisc.edu/about/faculty/rania-huntington (https://alc.wisc.edu/about/faculty/rania-huntington/)
Email: huntington@wisc.edu
Area: Ming and Qing Narrative and Drama, Chinese Literature of the Weird and Supernatural

Hongming Zhang, Professor
Website: https://alc.wisc.edu/about/faculty/hongming-zhang (https://alc.wisc.edu/about/faculty/hongming-zhang/)
Email: hzhang6@wisc.edu
Area: Chinese Linguistics; History of Chinese Language; Teaching Chinese as a Second Language

Tianlu Zhang, Faculty Associate
Website: https://alc.wisc.edu/staff/zhang-tianlu/
Email: tianlu.zhang@wisc.edu
Area: Chinese Language

Weihua Zhu, Associate Professor
Website: https://alc.wisc.edu/about/faculty/weihua-zhu (https://alc.wisc.edu/about/faculty/weihua-zhu/)
Email: wzhu34@wisc.edu
Area: Chinese Language, Pedagogy and Second Language Acquisition

CHINESE, M.A.

UW–Madison offers an M.A. and Ph.D. degree in Chinese, specializing either in linguistics or in literature and culture. The program provides broad foundations and focused training in these two specialties, assuring that our graduates are amply prepared to teach and conduct research.

The linguistics specialty excels in areas of historical linguistics, phonology, prosody, grammaticalization, interface study between syntax and phonology, dialectology, sociolinguistics, second language acquisition, pedagogy, and pragmatics.

The literature and culture specialty covers periods from the pre-Qin through the modern and contemporary, including study of fictional and historiographical narrative, poetry, drama, film, and new media.

The graduate program in Chinese is housed in the Department of Asian Languages and Cultures, along with the Japanese and the Asian Languages and Cultures Program. As such, students will have opportunities to interact with all faculty, staff, and graduate students affiliated with the department to examine their area of specialty in broader regional and disciplinary contexts.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 10</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record</td>
<td>Required.</td>
</tr>
<tr>
<td>Examinations)</td>
<td></td>
</tr>
<tr>
<td>English Proficiency</td>
<td>Every applicant whose native language is not</td>
</tr>
<tr>
<td>Test</td>
<td>English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/english-proficiency">https://grad.wisc.edu/apply/requirements/english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g.,</td>
<td>n/a</td>
</tr>
<tr>
<td>GMAT, MCAT)</td>
<td></td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3 Required</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Prior to submitting application and materials, applicants should carefully review the information regarding the program of interest and the faculty’s expertise (https://alc.wisc.edu/about/faculty/) to determine the fit between their interest and the program. To this extent, prospective applicants may contact a specific faculty to discuss their research interest prior to submitting applications.

Applicants should also review the Graduate School’s admission process (http://guide.wisc.edu/graduate/asian-languages-cultures/chinese-requirements) and the program requirements (http://grad.wisc.edu/admissions/requirements/), and program requirements and information prior to submitting the online application and fee. The application fee cannot be waived or refunded.

DEADLINES

We accept applications for the fall term only. In order to be considered for fellowships, project assistantships, and teaching assistantships (https://alc.wisc.edu/graduate-programs/costs/), all application materials must be in the deadline in the table above.

If you do not need any funding support, you may submit applications by April 15.

APPLICATION PROCESS

New applicants to UW-Madison apply to programs through the Graduate School application process. Complete the online Graduate application (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f) and select the Asian Languages and Cultures (major code 596) or Chinese (major code 171) or Japanese (major code 583) program.

Students may apply either to the MA or PhD program.

If you are a currently enrolled UW-Madison graduate student and would like to add or change your current graduate program to Asian Languages and Cultures, Chinese, or Japanese, you do not need to fill out the online application. You will need to submit the following to the ALC Graduate Program Coordinator (1244 Van Hise):

- Grad School "Add/Change Program (https://grad.wisc.edu/documents/change-program/)") form (click on link and look for form in the "Academic Forms" box)
- Letters of recommendation
- CV or Resume
- Statement of purpose

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from...
the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**GRADUATE STUDENT COSTS**

For tuition and living costs, please view the Cost of Attendance page (https://financialaid.wisc.edu/cost-of-attendance/). International applicants recommended for admission to the Graduate School are required to show sufficient funds to attend the University during the course of studies (tuition, food and housing, incidentals and health insurance) to be officially accepted by the Graduate School.

**DEPARTMENT RESOURCES**

The Department of Asian Languages and Cultures offers financial assistance in the forms of fellowships, teaching assistantships (TAships), and project assistantships (PAships). Please make note of the deadline of January 10 for financial assistance consideration. All necessary materials including test scores must be submitted by the deadline.

If you are an international applicant and receive a fellowship, PAship or TAship, please make note that you will likely be required to show additional financial documentation to meet the minimum required for your official acceptance to the Graduate School.

**OTHER AWARDS & FELLOWSHIPS**

- **Foreign Language & Area Studies (FLAS) Fellowships:** FLAS fellowships are funded by the U.S. Department of Education and administered by the UW’s National Resource Centers to assist students in acquiring foreign language and either area or international studies competencies. FLAS awards are only available for specific languages (https://flas.wisc.edu/Languages.html) and are contingent on federal funding.

  Applicants must be U.S. citizens or permanent residents of the United States. Applications by students in professional fields are encouraged. Preference will be given to applicants with a high level of academic ability and with previous language training.

  Academic Year and Summer FLAS awards are two separate competitions requiring two separate and complete applications.

  Complete details about FLAS at UW-Madison are available on the FLAS FAQs (https://flas.wisc.edu/FAQS.html) (your first stop) and the FLAS Languages & Coordinators pages (https://flas.wisc.edu/Languages.html) (should you have additional questions).

- **Advanced Opportunity Fellowship (AOF):** This fellowship is awarded to highly qualified underrepresented students. To be considered for AOF funding, prospective students must be new to the Graduate School and be admissible to a graduate program at the University of Wisconsin-Madison. For further information: https://grad.wisc.edu/diversity/.

- **Project Assistantships:** Availability of PAships vary from one year to another, depending on the projects the departmental faculty are engaged in. PAs assist faculty members’ research projects and/or respond to some programmatic needs of the department and other campus units.

- **Teaching Assistantships:** Availability and types of TAships vary from one year to another, depending on the department’s curricular needs and the student enrollment. TAs will support a number of our language and culture courses, typically team-teaching with faculty members. If you are interested in being a teaching assistant in our language programs, you must submit the TA application and necessary materials (1-2 page written autobiography that refers to your prior teaching experience, letter of recommendation that speaks to your teaching experience, video recording of your teaching, if available) through the Graduate School application system by January 10.

  - **Institute for Regional and International Studies (IRIS) Awards**
    - **Office:** IRIS manages its own funding opportunities (Scott Kloeck-Jenson Fellowships, IRIS Graduate Fieldwork Awards, Incubator Grants), coordinates the campus component of a number of external programs (Boren Fellowships, Fulbright US Student Program, Fulbright-Hays DDRA, Luce Scholars Program), assists students, faculty, and staff in exploring funding options, and much more. Visit: https://iris.wisc.edu/funding/ for more information on awards. Contact Mark Lilleleht, Assistant Director for Awards, with questions at awards@iris.wisc.edu & 608-265-6070.

  - **Other Forms of Financial Aid:** Loans and some on-campus job openings are handled through the Office of Student Financial Aid (https://financialaid.wisc.edu/). Please contact them to obtain more information.

  - **Students may also obtain information from the Grants Information Center in the Memorial Library, Room 262, 728 State Street, Madison, WI 53706. Phone 608-262-3242.**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B or above in all coursework (300 or above, not including research credits) taken as a graduate student.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>A final written examination is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Advanced proficiency in modern Chinese is required.</td>
</tr>
<tr>
<td>Reading proficiency in Classical Chinese is required for all students.</td>
<td></td>
</tr>
</tbody>
</table>

COURSES REQUIRED

All students must take

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Students follow either the linguistics or literature emphasis:</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Linguistics emphasis:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ASIAN 631 &amp; ASIAN 632 History of the Chinese Language and Studies in Chinese Linguistics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ASIAN 641 or ASIAN 642 History of Chinese Literature II</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Literature emphasis:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ASIAN 641 &amp; ASIAN 642 History of Chinese Literature I and History of Chinese Literature II</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ASIAN 631 or ASIAN 632 Studies in Chinese Linguistics</td>
<td></td>
</tr>
<tr>
<td>2. Proseminar</td>
<td>ASIAN 701 Proseminar in Chinese Literature</td>
<td>3</td>
</tr>
<tr>
<td>3. Complete a Seminar</td>
<td>ASIAN 951 Seminar in Chinese Literature</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>or ASIAN 932 Seminar in Chinese Linguistics</td>
<td></td>
</tr>
<tr>
<td>4. Six units of electives in Chinese studies electives (6-credits)</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. Linguistics students are required to take ASIAN 431 Chinese Linguistics I and ASIAN 432 Chinese Linguistics II</td>
<td></td>
</tr>
</tbody>
</table>

6. Complete three credits from the following (teaching courses are required for TAs, but recommended for everyone) 3

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASIAN 700</td>
<td>Teaching Asian Languages (Chinese-related topic only)</td>
</tr>
<tr>
<td>ASIAN 712</td>
<td>Teaching of Chinese</td>
</tr>
<tr>
<td>600 level or higher course in Chinese Literature or Linguistics</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits 30

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW-Madison Undergraduate
With program approval, no more than 7 credits of graduate coursework (as defined above) completed while a UW–Madison undergraduate may be counted to satisfy degree requirements. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW-Madison University Special
With program approval, students are allowed to count no more than 9 credits of graduate coursework (as defined above) taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a Master's degree is not allowed to satisfy requirements.

PROBATION

If a student's average falls below 3.0 in a given semester, the department will decide whether the student may continue on probation. A specific plan will be arranged with dates and deadlines in place in regard to removal of probationary status.

ADVISOR / COMMITTEE

Starting Fall 2018, all students are required to have two co-advisors, identified at the time of admissions. During the course of study, students meet regularly with their advisors to ensure satisfactory progress. Choice of co-advisors can be changed with consent of new advisors.

CREDITS PER TERM ALLOWED
15 credits
**TIME CONSTRAINTS**

The maximum time for completing all M.A. requirements and passing the M.A. examination is three years.

Master’s degree students who are absent for five or more years will not be given credit for prior work.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

1. Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
2. Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
3. Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
   - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
4. Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
5. Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
6. Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
7. Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
8. Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
9. Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
10. Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
11. Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

The program offers limited financial assistance in the form of fellowships and teaching assistantships to candidates who are highly qualified. Applicants should consult the program website for selection criteria and application materials for assistantships.

**PROGRAM RESOURCES**

Throughout the academic year, professional development trainings, workshops, and graduate student-organized activities take place. The Director of Graduate Studies is eager to hear from students about what interests they have for such events.

**GRADUATE SCHOOL OFFICE OF PROFESSIONAL DEVELOPMENT**

The Graduate School Office of Professional Development (OPD) coordinates, develops, and promotes learning opportunities to foster the academic, professional, and life skills of graduate students and postdoctoral researchers and scholars.

Professional development topics include Individual Development Plans (https://grad.wisc.edu/pd/idp/), communication, mentoring, grant writing, dissertation writing, career exploration, job search strategies, and more. OPD collaborates with the Writing Center, Libraries, DoIT Software Training for Students, Delta, career centers, and others to provide a wealth of resources and events tailored to the needs of UW–Madison graduate students.

The office developed and maintains DiscoverPD (https://my.grad.wisc.edu/DiscoverPD/), an innovative tool for UW–Madison graduate students to advance their academic and professional goals. DiscoverPD introduces nine areas (or “facets”) of professional development, includes a self-assessment, and provides a customized report of areas of strength and weakness. The report comes with recommendations to help graduate students strengthen their ability within each area.

More information on campus resources for student professional development is available at Graduate Student Professional Development (http://grad.wisc.edu/pd/). Students may keep up-to-date by reading GradConnections (https://grad.wisc.edu/new-students/), the weekly newsletter for graduate students, and bookmarking the Events Calendar (https://grad.wisc.edu/events/) to keep tabs on upcoming workshops of interest.

**LEARNING OUTCOMES**

1. Demonstrate understanding of the primary field(s) of study in a historical, comparative, and global context.
2. Demonstrate understanding of the major theories, research methods, and approaches to inquiry in one of the following areas of study: Chinese literature and culture, Chinese linguistics, and TransAsian studies.
3. Demonstrate ability to integrate theories into practice.
4. Demonstrate ability to articulate and communicate knowledge in specialized field(s).
5. Recognize and apply principles of ethical and professional conduct.

**PEOPLE**

**FACULTY**

Anatoly Detwyler, Assistant Professor
Website: https://alc.wisc.edu/about/faculty/anatoly-detwyler (https://alc.wisc.edu/about/faculty/anatoly-detwyler/)
Email: detwyler@wisc.edu
Area: Modern Chinese Literature and History, Comparative New Media, Information Studies

Rania Huntington, Professor
Website: https://alc.wisc.edu/about/faculty/rania-huntington (https://alc.wisc.edu/about/faculty/rania-huntington/)
Email: huntington@wisc.edu
Area: Ming and Qing Narrative and Drama, Chinese Literature of the Weird and Supernatural

Hongming Zhang, Professor
Website: https://alc.wisc.edu/about/faculty/hongming-zhang (https://alc.wisc.edu/about/faculty/hongming-zhang/)
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Area: Chinese Linguistics; History of Chinese Language; Teaching Chinese as a Second Language

Tianlu Zhang, Faculty Associate
Website: https://alc.wisc.edu/staff/zhang-tianlu/
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Area: Chinese Language

Weihua Zhu, Associate Professor
Website: https://alc.wisc.edu/about/faculty/weihua-zhu (https://alc.wisc.edu/about/faculty/weihua-zhu/)
Email: wzhu34@wisc.edu
Area: Chinese Language, Pedagogy and Second Language Acquisition

**CHINESE, PH.D.**

UW-Madison offers an M.A. and Ph.D. degree in Chinese, specializing either in **linguistics** or in **literature and culture**. The program provides broad foundations and focused training in these two specialties, assuring that our graduates are amply prepared to teach and conduct research.

The linguistics specialty excels in areas of historical linguistics, phonology, prosody, grammaticalization, interface study between syntax and phonology, dialectology, sociolinguistics, second language acquisition, pedagogy, and pragmatics.

The literature and culture specialty covers periods from the pre-Qin through the modern and contemporary, including study of fictional and historiographical narrative, poetry, drama, film, and new media.

The graduate program in Chinese is housed in the Department of Asian Languages and Cultures, along with the Japanese and the Asian Languages and Cuture Program. As such, students will have opportunities to interact with all faculty, staff, and graduate students affiliated with the department to examine their area of specialty in broader regional and disciplinary contexts.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 10</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Thank you for your interest in our programs. The Department of Asian Languages and Cultures (ALC) offers a graduate program in Asian Languages and Cultures (https://alc.wisc.edu/graduate-programs/asian-languages-and-cultures/), Chinese (https://alc.wisc.edu/graduate-programs/chinese/) and Japanese (https://alc.wisc.edu/graduate-programs/japanese/).

Prior to submitting application and materials, applicants should carefully review the information regarding the program of interest and the faculty’s expertise (https://alc.wisc.edu/about/faculty/) to determine the fit between their interest and the program. To this extent, prospective applicants may contact a specific faculty to discuss their research interest prior to submitting applications.

Applicants should also review the Graduate School’s admission process (http://guide.wisc.edu/graduate/asian-languages-cultures/chinese-phd/#20https://grad.wisc.edu/apply/), Graduate School’s minimum requirements (http://grad.wisc.edu/requirements/), and program requirements and information prior to submitting the online application and fee. The application fee cannot be waived or refunded.

**DEADLINES**

We accept applications for the fall term only.

In order to be considered for fellowships, project assistantships, and teaching assistantships (https://alc.wisc.edu/graduate-programs/costs/), all application materials must be in by **January 10**.

If you do not need any funding support, you may submit applications by **April 15**.

**APPLICATION PROCESS**

New applicants to UW-Madison apply to programs through the Graduate School application process. Complete the online Graduate application (https://apply.grad.wisc.edu/Account/Login?ReturnUrl=%2F) and select the Asian Languages and Cultures (major code 596) or Chinese (major code 171) or Japanese (major code 583) program.
If you are a currently enrolled UW-Madison graduate student and would like to add or change your current graduate program to Asian Languages and Cultures, Chinese, or Japanese, you do not need to fill out the online application. You will need to submit the following to the ALC Graduate Program Coordinator (1244 Van Hise):

- Grad School "Add/Change Program (https://grad.wisc.edu/documents/change-program/)" form (click on link and look for form in the "Academic Forms" box)
- Letters of recommendation
- CV or Resume
- Statement of purpose

The applications from current UW-Madison graduate students will be reviewed every spring, together with new applications submitted.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**GRADUATE STUDENT COSTS**

For tuition and living costs, please view the Cost of Attendance page (https://financialaid.wisc.edu/cost-of-attendance/). International applicants recommended for admission to the Graduate School are required to show sufficient funds to attend the University during the course of studies (tuition, food and housing, incidentals and health insurance) to be officially accepted by the Graduate School.

**DEPARTMENT RESOURCES**

The Department of Asian Languages and Cultures offers financial assistance in the forms of fellowships, teaching assistantships (TAships), and project assistantships (PAships). Please make note of the deadline of January 10 for financial assistance consideration. All necessary materials including test scores must be submitted by the deadline.

If you are an international applicant and receive a fellowship, PAship or TAship, please make note that you will likely be required to show additional documentation to meet the minimum required for your official acceptance to the Graduate School.

**OTHER AWARDS & FELLOWSHIPS**

- **Foreign Language & Area Studies (FLAS) Fellowships**: FLAS fellowships are funded by the U.S. Department of Education and administered by the UW’s National Resource Centers to assist students in acquiring foreign language and either area or international studies competencies. FLAS awards are only available for specific languages (https://flas.wisc.edu/Languages.html) and are contingent on federal funding.

  Applicants must be U.S. citizens or permanent residents of the United States. Applications by students in professional fields are encouraged. Preference will be given to applicants with a high level of academic ability and with previous language training.

  Academic Year and Summer FLAS awards are two separate competitions requiring two separate and complete applications.

  Complete details about FLAS at UW-Madison are available on the FLAS FAQs (https://flas.wisc.edu/FAQS.html) (your first stop) and the FLAS Languages & Coordinators pages (https://flas.wisc.edu/Languages.html) (should you have additional questions).

- **Advanced Opportunity Fellowship (AOF)**: This fellowship is awarded to highly qualified underrepresented students. To be considered for AOF funding, prospective students must be new to the Graduate School and be admissible to a graduate program at the University of Wisconsin-Madison. For further information: https://grad.wisc.edu/diversity/.

- **Project Assistantships**. Availability of PAship vary from one year to another, depending on the types of projects the departmental faculty are engaged in. PAs assist faculty members’ research projects and/or respond to some programmatic needs of the department and other campus units.

- **Teaching Assistantships**. Availability and types of TAship vary from one year to another, depending on the department’s curricular needs and the student enrollment. TAs will support a number of our language and culture courses, typically team-teaching with faculty members. If you are interested in being a teaching assistant in our language programs, you must submit the TA application and necessary materials (1-2 page written autobiography that refers to your prior teaching experience, letter of recommendation that speaks to your teaching experience, video recording of your teaching, if available) through the Graduate School application system by January 10.

- **Institute for Regional and International Studies (IRIS) Awards Office**: IRIS manages its own funding opportunities (Scott Kloeck-Jenson Fellowships, IRIS Graduate Fieldwork Awards, Incubator Grants), coordinates the campus component of a number of external programs (Boren Fellowships, Fulbright US Student Program, Fulbright-Hays DDRA, Luce Scholars Program), assists students, faculty, and staff in exploring funding options, and much more. Visit: https://iris.wisc.edu/funding/ for more information on awards. Contact Mark Lilleleht, Assistant Director for Awards, with questions at awards@iris.wisc.edu & 608-265-6070.

- **Other Forms of Financial Aid**: Loans and some on-campus job openings are handled through the Office of Student Financial Aid (https://financialaid.wisc.edu/). Please contact them to obtain more information.

- Students may also obtain information from the Grants Information Center in the Memorial Library, Room 262, 728 State Street, Madison, WI 53706. Phone 608-262-3242.

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

**Requirements Detail**

- **Minimum Credit Requirement**: 51 credits
- **Minimum Residence Credit Requirement**: 32 credits
- **Minimum Graduate Coursework Requirement**: All 51 credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.
- **Overall Graduate GPA Requirement**: 3.5 GPA required.
- **Other Grade Requirements**: Ph.D. candidates should maintain a 3.5 GPA in all coursework and may not have any more than two Incompletes on their record at any one time.
- **Assessments and Examinations**: All students must take a comprehensive written preliminary examination, covering fields defined in consultation with the co-advisors and other committee members.
- A dissertation proposal must be presented to the members of the Ph.D. committee and accepted within one semester of passing the preliminary examination.

Language Requirements: Advanced proficiency in modern Chinese is required. Students must demonstrate reading proficiency in classical Chinese and one additional research language.

- The Ph.D. language requirements are designed to increase the student’s scholarly efficiency and capabilities and should be completed as early as possible. In addition to competence in English and modern and classical Chinese, the student must qualify in one language related to his or her research. Usually this will be Japanese, French, or German. This requirement may be satisfied either by showing evidence of two years of successful study of the language or by passing an examination.

**Required Courses**

Students must complete the Chinese MA coursework (p. 156). 12 credits of seminars coursework are required. These include China-related courses 800 and above. ASIAN 932 Seminar in Chinese Linguistics and ASIAN 951 Seminar in Chinese Literature are offered approximately every year, and may be repeated.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, no more than 7 credits of graduate coursework (as defined above) completed while a UW–Madison undergraduate may be counted to satisfy degree requirements. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of graduate coursework (as defined above) taken as a UW–Madison Special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

A semester GPA below 3.5 will result in the student being placed on academic probation. If a semester GPA of 3.5 is not attained during the subsequent semester of full time enrollment, the student may be
dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School. A student on probation may not take the preliminary examination.

**ADVISOR / COMMITTEE**

Starting Fall 2018, all students are required to be supervised by co-advisors. One of the co-advisors must be a member of the Chinese Program, but the other co-advisor can be identified from related fields outside of the Chinese Program.

At the point of beginning work on the dissertation, a single dissertation advisor (most likely one of the co-advisors) may be chosen, or the co-advising arrangement may continue for the dissertation as well.

Dissertation committees must have at least 4 members representing more than one graduate program, 3 of whom must be UW-Madison graduate faculty or former UW-Madison graduate faculty up to one year after resignation or retirement. At least one of the 4 members must be from outside of the student’s major program or major field (often from the minor field).

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting ([https://doso.students.wisc.edu/bias-or-hate-reporting/](https://doso.students.wisc.edu/bias-or-hate-reporting/))
- Graduate Assistantship Policies and Procedures ([https://hr.wisc.edu/policies/gapp/#grievance-procedure](https://hr.wisc.edu/policies/gapp/#grievance-procedure))
- Hostile and Intimidating Behavior Policies and Procedures ([https://hr.wisc.edu/hib/](https://hr.wisc.edu/hib/))
  - Office of the Provost for Faculty and Staff Affairs ([https://facstaff.provost.wisc.edu/](https://facstaff.provost.wisc.edu/))
  - Dean of Students Office ([https://doso.students.wisc.edu/](https://doso.students.wisc.edu/)) (for all students to seek grievance assistance and support)
- Employee Assistance ([http://www.eao.wisc.edu/](http://www.eao.wisc.edu/)) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office ([https://employee.disabilities.wisc.edu/](https://employee.disabilities.wisc.edu/)) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School ([https://grad.wisc.edu/](https://grad.wisc.edu/)) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance ([https://compliance.wisc.edu/](https://compliance.wisc.edu/)) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards ([https://conduct.students.wisc.edu/](https://conduct.students.wisc.edu/)) (for conflicts involving students)

- Ombuds Office for Faculty and Staff ([http://www.ombuds.wisc.edu/](http://www.ombuds.wisc.edu/)) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX ([https://compliance.wisc.edu/titleix/](https://compliance.wisc.edu/titleix/)) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

The program offers limited financial assistance in the form of fellowships and teaching assistantships to candidates who are highly qualified. Applicants should consult the program website for selection criteria and application materials for assistantships.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources ([https://grad.wisc.edu/pd/](https://grad.wisc.edu/pd/)) to build skills, thrive academically, and launch your career.

**PROGRAM RESOURCES**

Throughout the academic year, professional development trainings, workshops, and graduate student-organized activities take place. The Director of Graduate Studies is eager to hear from students about what interests they have for such events.

**GRADUATE SCHOOL OFFICE OF PROFESSIONAL DEVELOPMENT**

The Graduate School Office of Professional Development (OPD) coordinates, develops, and promotes learning opportunities to foster the academic, professional, and life skills of graduate students and postdoctoral researchers and scholars.

Professional development topics include Individual Development Plans ([https://grad.wisc.edu/pd/idp/](https://grad.wisc.edu/pd/idp/)), communication, mentoring, grant writing, dissertation writing, career exploration, job search strategies, and more. OPD collaborates with the Writing Center, Libraries, DoIT Software Training for Students, Delta, career centers, and others to provide a wealth of resources and events tailored to the needs of UW–Madison graduate students.

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LEARNING OUTCOMES

1. Demonstrate a thorough and in-depth understanding of research problems, potentials, and limits with respect to theory, knowledge, or practice in at least one of the following areas of study: Chinese literature and culture, Chinese linguistics, and Transasian studies.
2. Formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the specialized field(s).
3. Create scholarship and advance knowledge that makes a substantive contribution to the field(s).
4. Articulate and communicate complex ideas in a clear and understandable manner to both specialized and general audience.
5. Recognize, apply, and foster ethical and professional conduct.

ADMISSIONS

- Meet with a faculty member in the Japanese studies program to discuss requirements and course options.
- Request a minor agreement form from the Graduate Program Coordinator (rweiss@wisc.edu).
- Submit the Ph.D. Minor in Japanese form and obtain the approval and signature of major professor. After you have completed the preliminary Ph.D. examinations, the Japanese studies advisor or ALC Director of Graduate Studies will sign the warrant indicating completion of the minor.

REQUIREMENTS

Students from other graduate programs intending to take a doctoral minor in Japanese should consult the director of graduate studies. For the minor, at least 12 credits in graduate-level courses are required (400 level or above; certain 300-level courses are accepted with the prior consent of the program).

FACULTY

**Anatoly Detwyler**, Assistant Professor
Website: https://alc.wisc.edu/about/faculty/anatoly-detwyler (https://alc.wisc.edu/about/faculty/anatoly-detwyler/)
Email: detwyler@wisc.edu
Area: Modern Chinese Literature and History, Comparative New Media, Information Studies

**Rania Huntington**, Professor
Website: https://alc.wisc.edu/about/faculty/ania-huntington (https://alc.wisc.edu/about/faculty/ania-huntington/)
Email: huntington@wisc.edu
Area: Ming and Qing Narrative and Drama, Chinese Literature of the Weird and Supernatural

**Hongming Zhang**, Professor
Website: https://alc.wisc.edu/about/faculty/hongming-zhang (https://alc.wisc.edu/about/faculty/hongming-zhang/)
Email: hzhang6@wisc.edu
Area: Chinese Linguistics; History of Chinese Language; Teaching Chinese as a Second Language

**Tianlu Zhang**, Faculty Associate
Website: https://alc.wisc.edu/staff/zhang-tianlu/
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Area: Chinese Language

**Weihua Zhu**, Associate Professor
Website: https://alc.wisc.edu/about/faculty/weihua-zhu (https://alc.wisc.edu/about/faculty/weihua-zhu/)
Email: wzhuh34@wisc.edu
Area: Chinese Language, Pedagogy and Second Language Acquisition

**JAPANESE, DOCTORAL MINOR**

The Doctoral Minor in Japanese is intended for students outside of the department to gain familiarity with the discipline in literature or linguistics generally while also honing an area of specialization.

**FACULTY**

**Charo D’Etcheverry**, Professor
Website: https://alc.wisc.edu/about/faculty/charo-detcheverry (https://alc.wisc.edu/about/faculty/charo-detcheverry/)
Email: cdetcheverry@wisc.edu
Areas of Expertise: Classical Japanese literature (especially court fiction & its reception and early kabuki)

**Naomi Geyer**, Associate Professor
Website: https://alc.wisc.edu/about/faculty/naomi-geyer (https://alc.wisc.edu/about/faculty/naomi-geyer/)
Email: nfgeyer@wisc.edu
Areas of Expertise: Japanese Language, Language Pedagogy, Pragmatics

**Adam L. Kern**, Professor
Website: https://alc.wisc.edu/about/faculty/adam-l-kern (https://alc.wisc.edu/about/faculty/adam-l-kern/)
Email: alkern@wisc.edu
Areas of Expertise: The popular literature, culture, poetry, theater, and visual culture of early modern unto modern Japan (1600-1900). Transcultural comics in Japan (manga, *kibyôshi*, etc) and beyond.

**Junko Mori**, Professor
Website: https://alc.wisc.edu/about/faculty/junko-mori (https://alc.wisc.edu/about/faculty/junko-mori/)
Email: jmori@wisc.edu
Areas of Expertise: Japanese Linguistics, Applied Linguistics, Conversation Analysis, Sociolinguistics

**Takako Nakakubo**, Faculty Associate
Japanese, M.A.

UW-Madison offers M.A. and Ph.D. degrees in Japanese, specializing either in linguistics or in literature and culture. The program provides broad foundations and focused training in these two specialties, assuring that our graduates are amply prepared to teach and conduct research.

The linguistics specialty excels in areas such as functional linguistics, pragmatics, discourse/conversation analysis, sociolinguistics, applied linguistics, and language pedagogy.

The literature and culture specialty covers the classical Heian through contemporary Reiwa periods, offering a wide range of courses on fiction, poetry, drama, popular culture, visual culture, cinema, acoustic culture, and cutting-edge cross-media and avant-garde topics, particularly manga and anime.

The Japanese Program is housed in the Department of Asian Languages and Cultures (http://alc.wisc.edu/) (ALC), along with the Chinese Program and the Asian Languages and Cultures Program. As such, students will have opportunities to interact with all faculty, staff, and graduate students affiliated with the department to examine their area of specialty in broader regional and disciplinary contexts.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tr>
<td>GRE (Graduate Record</td>
<td>Required.*</td>
</tr>
<tr>
<td>Examinations)</td>
<td></td>
</tr>
</tbody>
</table>

English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required 3

* Due to COVID-19, there have been challenges for students attempting to take the GRE. For students applying for Fall 2021, the GRE requirement is optional. Regardless of whether GRE scores are submitted, all applications will be held in equal regard.

Thank you for your interest in our programs. The Department of Asian Languages and Cultures (ALC) offers a graduate program in Asian Languages and Cultures (https://alc.wisc.edu/graduate-programs/asian-languages-and-cultures/), Chinese (https://alc.wisc.edu/graduate-programs/chinese/) and Japanese (https://alc.wisc.edu/graduate-programs/japanese/).

Prior to submitting application and materials, applicants should carefully review the information regarding the program of interest and the faculty’s expertise (https://alc.wisc.edu/about/faculty/) to determine the fit between their interest and the program. To this extent, prospective applicants may contact a specific faculty to discuss their research interest prior to submitting applications.

Applicants should also review the Graduate School's admission process (http://guide.wisc.edu/graduate/asian-languages-cultures/japanese-requirement-isoptional.html) and program requirements and information prior to submitting the online application and fee. The application fee cannot be waived or refunded.

DEADLINES

We accept applications for the fall term only.

In order to be considered for fellowships, project assistantships, and teaching assistantships (https://alc.wisc.edu/graduate-programs/costs/), all application materials must be in by January 10.

If you do not need any funding support, you may submit applications by April 15.

APPLICATION PROCESS

New applicants to UW-Madison apply to programs through the Graduate School application process. Complete the online Graduate application (https://apply.grad.wisc.edu/Account/Login?ReturnUrl=%2F) and select the Asian Languages and Cultures (major code 596) or Chinese (major code 171) or Japanese (major code 583) program.

If you are a currently enrolled UW-Madison graduate student and would like to add or change your current graduate program to Asian Languages and Cultures, Chinese, or Japanese, you do not need to fill out the online application. You will need to submit the following to the ALC Graduate Program Coordinator (1244 Van Hise):

Steve Ridgely, Associate Professor
Website: https://alc.wisc.edu/about/faculty/steve-ridgely
Email: steve.ridgely@wisc.edu
Areas of Expertise: modern Japanese literature, cultural theory, transasian studies

Takako Nakakubo, Assistant Professor
Website: https://alc.wisc.edu/about/faculty/takako-nakakubo
Email: tnakakubo@wisc.edu
Areas of Expertise: Second Language Acquisition of Japanese, Japanese Pedagogy, Learning Strategies

Requirements

- GRE (Graduate Record Examinations) Required.*
**DEPARTMENT RESOURCES**

The Department of Asian Languages and Cultures offers financial assistance in the forms of fellowships, teaching assistantships (TAships), and project assistantships (PAships). Please make note of the deadline of January 10 for financial assistance consideration. All necessary materials including test scores must be submitted by the deadline.

If you are an international applicant and receive a fellowship, PAship or TAship, please make note that you will likely be required to show additional financial documentation to meet the minimum required for your official acceptance to the Graduate School.

**OTHER AWARDS & FELLOWSHIPS**

- **Foreign Language & Area Studies (FLAS) Fellowships**: FLAS fellowships are funded by the U.S. Department of Education and administered by the UW’s National Resource Centers to assist students in acquiring foreign language and either area or international studies competencies. FLAS awards are only available for specific languages (https://flas.wisc.edu/Languages.html) and are contingent on federal funding.

  Applicants must be U.S. citizens or permanent residents of the United States. Applications by students in professional fields are encouraged. Preference will be given to applicants with a high level of academic ability and with previous language training.

  Academic Year and Summer FLAS awards are two separate competitions requiring two separate and complete applications.

Complete details about FLAS at UW-Madison are available on the FLAS FAQs (https://flas.wisc.edu/FAQs.html) (your first stop) and the FLAS Languages & Coordinators pages (https://flas.wisc.edu/Languages.html) (should you have additional questions).

- **Advanced Opportunity Fellowship (AOF)**: This fellowship is awarded to highly qualified underrepresented students. To be considered for AOF funding, prospective students must be new to the Graduate School and be admissible to a graduate program at the University of Wisconsin-Madison. For further information: https://grad.wisc.edu/diversity/.

- **Project Assistantships**: Availability of PAship vary from one year to another, depending on the types of projects the departmental faculty are engaged in. PAs assist faculty members’ research projects and/or respond to some programmatic needs of the department and other campus units.

- **Teaching Assistantships**: Availability and types of TAship vary from one year to another, depending on the department’s curricular needs and the student enrollment. TAs will support a number of our language and culture courses, typically team-teaching with faculty members. If you are interested in being a teaching assistant in our language programs, you must submit the TA application and necessary materials (1-2 page written autobiography that refers to your prior teaching experience, letter of recommendation that speaks to your teaching experience, video recording of your teaching, if available) through the Graduate School application system by January 10.

- **Institute for Regional and International Studies (IRIS) Awards**
  - **Office**: IRIS manages its own funding opportunities (Scott Kloek-Jenson Fellowships, IRIS Graduate Fieldwork Awards, Incubator Grants), coordinates the campus component of a number of external programs (Boren Fellowships, Fulbright US Student Program, Fulbright-Hays DDRA, Luce Scholars Program), assists students, faculty, and staff in exploring funding options, and much more. Visit: https://iris.wisc.edu/funding/ for more information on awards. Contact Mark Lilleleht, Assistant Director for Awards, with questions at awards@iris.wisc.edu & 608-265-6070.

- **Other Forms of Financial Aid**: Loans and some on-campus job openings are handled through the Office of Student Financial Aid (https://financialaid.wisc.edu/). Please contact them to obtain more information.

  - Students may also obtain information from the Grants Information Center in the Memorial Library, Room 262, 728 State Street, Madison, WI 53706. Phone 608-262-3242.

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

**Requirements Detail**

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>30 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B or above in all coursework taken as a graduate student.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Japanese linguistics students are required to pass two in-class exams on Japanese Pedagogy and Japanese Linguistics; and to successfully deliver an M.A. project presentation based on a research project or a pedagogy-oriented project. For Japanese literature/culture students, a final examination is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Advanced proficiency in modern Japanese is required.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

**Linguistics Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASIAN 434</td>
<td>Introduction to Japanese Linguistics</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 713</td>
<td>Teaching of Japanese as a Foreign Language</td>
<td>3</td>
</tr>
<tr>
<td>or ASIAN 700</td>
<td>Teaching Asian Languages</td>
<td></td>
</tr>
<tr>
<td>ASIAN 775</td>
<td>Japanese Applied Linguistics (Repeatable)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Additional Credits (Within ALC)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASIAN 300</td>
<td>Topics in Asian Studies</td>
<td></td>
</tr>
<tr>
<td>ASIAN 353</td>
<td>Lovers, Warriors and Monks: Survey of Japanese Literature</td>
<td></td>
</tr>
<tr>
<td>ASIAN 354</td>
<td>Early Modern Japanese Literature</td>
<td></td>
</tr>
<tr>
<td>ASIAN 355</td>
<td>Modern Japanese Literature</td>
<td></td>
</tr>
<tr>
<td>ASIAN 361</td>
<td>Love and Politics: The Tale of Genji</td>
<td></td>
</tr>
<tr>
<td>ASIAN 367</td>
<td>Haiku</td>
<td></td>
</tr>
<tr>
<td>ASIAN 376</td>
<td>Manga</td>
<td></td>
</tr>
<tr>
<td>ASIAN 378</td>
<td>Anime</td>
<td></td>
</tr>
<tr>
<td>ASIAN 533</td>
<td>Readings in Early Modern Japanese Literature</td>
<td></td>
</tr>
<tr>
<td>ASIAN 563</td>
<td>Readings in Modern Japanese Literature</td>
<td></td>
</tr>
<tr>
<td>ASIAN 573</td>
<td>Readings in Classical Japanese Literature</td>
<td></td>
</tr>
<tr>
<td>ASIAN 775</td>
<td>Japanese Applied Linguistics</td>
<td></td>
</tr>
<tr>
<td>ASIAN 699</td>
<td>Directed Study</td>
<td></td>
</tr>
</tbody>
</table>

**Total Credits** | 30

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
If you do not have sufficient linguistics background, you are encouraged to take LINGUIS/ANTHRO 301 Introduction to Linguistics: Descriptive and Theoretical during your first semester.

- If you had not satisfied the prerequisites for the M.A. program (the equivalent of our undergraduate major degree) prior to your enrollment, you need to satisfy this requirement by taking appropriate level of language courses.
- Consult the co-advisors every semester regarding the registration of courses in the following semester.
- Most students take four semesters to complete the course work necessary for the MA degree, and officially earn the degree in the following summer (an exception to this schedule may be considered on a case-by-case basis).

**Literature Track**

Japanese literature/culture students must take three graduate-level courses (500 level or above) in literature/culture, including at least one course at the 700 level or higher.

<table>
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<tbody>
<tr>
<td>ASIAN 533</td>
<td>Readings in Early Modern Japanese Literature</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 563</td>
<td>Readings in Modern Japanese Literature</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 573</td>
<td>Readings in Classical Japanese Literature</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 763</td>
<td>Studies in Japanese Literature (Seminar in Japanese Literature)</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 833</td>
<td>Topics in East Asian Visual Cultures</td>
<td>3</td>
</tr>
</tbody>
</table>

**Additional Credits (Within ALC)** 9-15

The following is a list of recommended courses. Other courses may be chosen in consultation with your advisor.

- ASIAN 300 Topics in Asian Studies
- ASIAN 353 Lovers, Warriors and Monks: Survey of Japanese Literature
- ASIAN 354 Early Modern Japanese Literature
- ASIAN 355 Modern Japanese Literature
- ASIAN 361 Love and Politics: The Tale of Genji
- ASIAN 367 Haiku
- ASIAN 376 Manga
- ASIAN 378 Anime
- ASIAN 434 Introduction to Japanese Linguistics
- ASIAN 533 Readings in Early Modern Japanese Literature
- ASIAN 563 Readings in Modern Japanese Literature
- ASIAN 573 Readings in Classical Japanese Literature
- ASIAN 713 Teaching of Japanese as a Foreign Language
- ASIAN 700 Teaching Asian Languages
- ASIAN 763 Studies in Japanese Literature
- ASIAN 775 Japanese Applied Linguistics

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, no more than 7 credits of graduate coursework (as defined above) completed while a UW–Madison undergraduate may be counted to satisfy degree requirements. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 9 credits of graduate coursework (as defined above) taken as a UW–
Madison Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION
If a student's average falls below 3.0 in a given semester, the department will decide whether the student may continue on probation. A specific plan will be arranged with dates and deadlines in place in regard to removal of probationary status.

ADVISOR / COMMITTEE
Starting fall 2018, all students are required to have two co-advisors, identified at the time of admissions. During the course of study, students meet regularly with their advisors to ensure satisfactory progress.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
The maximum time for completing all M.A. requirements and passing the M.A. examination is three years.

Master's degree students who are absent for five or more years will not be given credit for prior work.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, postdoctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
The program offers limited financial assistance in the form of fellowships and teaching assistantships to candidates who are highly qualified. Applicants should consult the program website for selection criteria and application materials for assistantships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Throughout the academic year, professional development trainings, workshops, and graduate student-organized activities take place. The Director of Graduate Studies is eager to hear from students about what interests they have for such events.

GRADUATE SCHOOL OFFICE OF PROFESSIONAL DEVELOPMENT
The Graduate School Office of Professional Development (OPD) coordinates, develops, and promotes learning opportunities to foster the academic, professional, and life skills of graduate students and postdoctoral researchers and scholars.

Professional development topics include Individual Development Plans (https://grad.wisc.edu/pd/idp/), communication, mentoring, grant writing, dissertation writing, career exploration, job search strategies, and more. OPD collaborates with the Writing Center, Libraries, DoIT Software Training for Students, Delta, career centers, and others to provide a wealth of resources and events tailored to the needs of UW–Madison graduate students.

The office developed and maintains DiscoverPD (https://my.grad.wisc.edu/DiscoverPD/), an innovative tool for UW–Madison graduate students to advance their academic and professional goals. DiscoverPD introduces nine areas (or “facets”) of professional development, includes a self-assessment, and provides a customized report of areas of strength and weakness. The report comes with recommendations to help graduate students strengthen their ability within each area.

More information on campus resources for student professional development is available at Graduate Student Professional Development (http://grad.wisc.edu/pd/). Students may keep up-to-date by reading GradConnections (https://grad.wisc.edu/new-students/), the weekly newsletter for graduate students, and bookmarking the Events Calendar (https://grad.wisc.edu/events/) to keep tabs on upcoming workshops of interest.

LEARNING OUTCOMES

1. Demonstrate understanding of the primary field(s) of study in a historical, comparative, and global context.
2. Formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the specialized field(s).
3. Create scholarship and advance knowledge that makes a substantive contribution to the field(s).
4. Articulate and communicate complex ideas in a clear and understandable manner to both specialized and general audience.
5. Recognize, apply, and foster ethical and professional conduct.

**FACULTY**

(Charo D’Etcheverry, Professor

website: https://alc.wisc.edu/about/faculty/charo-detcheverry

email: cdetcheverry@wisc.edu

Areas of Expertise: Classical Japanese literature (especially court fiction & its reception and early kabuki)

Naomi Geyer, Associate Professor

website: https://alc.wisc.edu/about/faculty/naomi-geyer

email: nfgeyer@wisc.edu

Areas of Expertise: Japanese Language, Language Pedagogy, Pragmatics

Adam L. Kern, Professor

website: https://alc.wisc.edu/about/faculty/adam-l-kern

email: alkern@wisc.edu

Areas of Expertise: The popular literature, culture, poetry, theater, and visual culture of early modern unto modern Japan (1600-1900). Transcultural comics in Japan (manga, kibyōshi, etc) and beyond.

Junko Mori, Professor

website: https://alc.wisc.edu/about/faculty/junko-mori

email: jmori@wisc.edu

Areas of Expertise: Japanese Linguistics, Applied Linguistics, Conversation Analysis, Sociolinguistics

(Takako Nakakubo, Faculty Associate

website: https://alc.wisc.edu/about/faculty/takako-nakakubo

email: tnakakubo@wisc.edu

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<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
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</tr>
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New applicants to UW-Madison apply to programs through the Graduate School application process. Complete the online Graduate application (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f) and select the Asian Languages and Cultures (major code 596) or Chinese (major code 171) or Japanese (major code 583) program.

If you are a currently enrolled UW-Madison graduate student and would like to add or change your current graduate program to Asian Languages and Cultures, Chinese, or Japanese, you do not need to fill out the online application. You will need to submit the following to the ALC Graduate Program Coordinator (1244 Van Hise):

- Grad School "Add/Change Program (https://grad.wisc.edu/documents/change-program/)") form (click on link and look for form in the "Academic Forms" box)
- Letters of recommendation
- CV or Resume
- Statement of purpose

The applications from current UW–Madison graduate students will be reviewed every spring, together with new applications submitted.

FUNDING
GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

GRADUATE STUDENT COSTS
For tuition and living costs, please view the Cost of Attendance page (https://financialaid.wisc.edu/cost-of-attendance/). International applicants recommended for admission to the Graduate School are required to show sufficient funds to attend the University during the course of studies (tuition, food and housing, incidentals and health insurance) to be officially accepted by the Graduate School.

DEPARTMENT RESOURCES
The Department of Asian Languages and Cultures offers financial assistance in the forms of fellowships, teaching assistantships (TAships), and project assistantships (PAships). Please make note of the deadline of January 10 for financial assistance consideration. All necessary materials including test scores must be submitted by the deadline.

If you are an international applicant and receive a fellowship, PAship or TAship, please make note that you will likely be required to show additional financial documentation to meet the minimum required for your official acceptance to the Graduate School.

OTHER AWARDS & FELLOWSHIPS

- Foreign Language & Area Studies (FLAS) Fellowships: FLAS fellowships are funded by the U.S. Department of Education and administered by the UW’s National Resource Centers to assist students in acquiring foreign language and either area or international studies competencies. FLAS awards are only available for specific languages (https://flas.wisc.edu/Languages.html) and are contingent on federal funding.

  Applicants must be U.S. citizens or permanent residents of the United States. Applications by students in professional fields are encouraged. Preference will be given to applicants with a high level of academic ability and with previous language training.

  Academic Year and Summer FLAS awards are two separate competitions requiring two separate and complete applications.

  Complete details about FLAS at UW-Madison are available on the FLAS FAQs (https://flas.wisc.edu/FAQS.html) (your first stop) and the FLAS Languages & Coordinators pages (https://flas.wisc.edu/Languages.html) (should you have additional questions).

- Advanced Opportunity Fellowship (AOF): This fellowship is awarded to highly qualified underrepresented students. To be considered for AOF funding, prospective students must be new to the Graduate School and be admissible to a graduate program at the University of Wisconsin-Madison. For further information: https://grad.wisc.edu/diversity/.

- Project Assistantships. Availability of PAship vary from one year to another, depending on the types of projects the departmental faculty are engaged in. PAs assist faculty members’ research projects and/or respond to some programmatic needs of the department and other campus units.

- Teaching Assistantships. Availability and types of TAship vary from one year to another, depending on the department’s curricular needs and the student enrollment. TAs will support a number of our language and culture courses, typically team-teaching with
faculty members. If you are interested in being a teaching assistant in our language programs, you must submit the TA application and necessary materials (1-2 page written autobiography that refers to your prior teaching experience, letter of recommendation that speaks to your teaching experience, video recording of your teaching, if available) through the Graduate School application system by January 10.

- Institute for Regional and International Studies (IRIS) Awards

Office: IRIS manages its own funding opportunities (Scott Kloeck-Jenson Fellowships, IRIS Graduate Fieldwork Awards, Incubator Grants), coordinates the campus component of a number of external programs (Boren Fellowships, Fulbright US Student Program, Fulbright-Hays DDRA, Luce Scholars Program), assists students, faculty, and staff in exploring funding options, and much more. Visit: https://iris.wisc.edu/funding/ for more information on awards. Contact Mark Lilleleht, Assistant Director for Awards, with questions at awards@iris.wisc.edu & 608-265-6070.

- Other Forms of Financial Aid: Loans and some on-campus job openings are handled through the Office of Student Financial Aid (https://financialaid.wisc.edu/). Please contact them to obtain more information.

- Students may also obtain information from the Grants Information Center in the Memorial Library, Room 262, 728 State Street, Madison, WI 53706. Phone 608-262-3242.

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Requirements Details**

**Curricular Requirements**

**Minimum Credit Requirements**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall Graduate GPA</td>
<td>3.50 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Ph.D. candidates should maintain a 3.5 GPA in all coursework and may not have any more than two incompletes on their record at any one time.</td>
</tr>
</tbody>
</table>

**Assessments and Examinations**

Japanese linguistics students need to complete two take-home preliminary examinations that cover the following three areas: Japanese applied linguistics / Japanese language education; research methods and data analysis; analysis of an issue that reflects the student's specific research interests.

Japanese literature/culture students are required to take a comprehensive preliminary examination.

All students must present a dissertation proposal to the members of their Dissertation Committee and have it accepted within one semester of passing the preliminary examination.

Japanese literature students must demonstrate reading proficiency in classical Japanese and one research language other than Japanese or English.

**Required Courses**

**Linguistics Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASIAN 434</td>
<td>Introduction to Japanese Linguistics</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 713</td>
<td>Teaching of Japanese as a Foreign Language</td>
<td>3</td>
</tr>
<tr>
<td>or ASIAN 700</td>
<td>Teaching Asian Languages</td>
<td></td>
</tr>
<tr>
<td>ASIAN 775</td>
<td>Japanese Applied Linguistics (Repeatable)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Additional Coursework**

2 18-21
MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, no more than 7 credits of graduate coursework (as defined above) completed while a UW–Madison undergraduate may be counted to satisfy degree requirements. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count no more than 9 credits of graduate coursework (as defined above) taken as a UW–Madison special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

A semester GPA below 3.5 will result in the student being placed on academic probation. If a semester GPA of 3.5 is not attained during the subsequent semester of full time enrollment, the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Departmental Graduate Studies Committee. A student on probation may not take the preliminary examination.

ADVISOR / COMMITTEE

Starting fall 2018, all students are required to be supervised by co-advisors. One of the co-advisors must be a member of the Japanese Program, but the other co-advisor can be identified from related fields outside of the Japanese Program.

At the point of beginning work on the dissertation, a single dissertation advisor (most likely one of the co-advisors) may be chosen, or the co-advising arrangement may continue for the dissertation as well.

Dissertation committees must have at least four members representing more than one graduate program, three of whom must be UW–Madison graduate faculty or former UW–Madison graduate faculty up to one year after resignation or retirement. At least one of the four members must be from outside of the student’s major program or major field (often from the minor field).

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Throughout the academic year, professional development trainings, workshops, and graduate student-organized activities take place. The Director of Graduate Studies is eager to hear from students about what interests they have for such events.

GRADUATE SCHOOL OFFICE OF PROFESSIONAL DEVELOPMENT
The Graduate School Office of Professional Development (OPD) coordinates, develops, and promotes learning opportunities to foster the academic, professional, and life skills of graduate students and postdoctoral researchers and scholars.

Professional development topics include Individual Development Plans (https://grad.wisc.edu/pd/idp/), communication, mentoring, grant writing, dissertation writing, career exploration, job search strategies, and more. OPD collaborates with the Writing Center, Libraries, DoIT Software Training for Students, Delta, career centers, and others to provide a wealth of resources and events tailored to the needs of UW–Madison graduate students.

The office developed and maintains DiscoverPD (https://my.grad.wisc.edu/DiscoverPD/), an innovative tool for UW–Madison graduate students to advance their academic and professional goals. DiscoverPD introduces nine areas (or "facets") of professional development, includes a self-assessment, and provides a customized report of areas of strength and weakness. The report comes with recommendations to help graduate students strengthen their ability within each area.

More information on campus resources for student professional development is available at Graduate Student Professional Development (http://grad.wisc.edu/pd/). Students may keep up-to-date by reading GradConnections (https://grad.wisc.edu/new-students/), the weekly newsletter for graduate students, and bookmarking the Events Calendar (https://grad.wisc.edu/events/) to keep tabs on upcoming workshops of interest.

LEARNING OUTCOMES
1. Demonstrate a thorough and in-depth understanding of research problems, potentials, and limits with respect to theory, knowledge, or practice in at least one of the following areas of study: Japanese literature and culture, Japanese linguistics, and Transasian studies.
2. Formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the specialized field(s).
3. Create scholarship and advance knowledge that makes a substantive contribution to the field(s).
4. Articulate and communicate complex ideas in a clear and understandable manner to both specialized and general audience.
5. Recognize, apply, and foster ethical and professional conduct.

FACULTY
Charo D’Etcheverry, Professor
website: https://alc.wisc.edu/about/faculty/charo-detcheverry (https://alc.wisc.edu/about/faculty/charo-detcheverry/)
email: cdetcheverry@wisc.edu
Areas of Expertise: Classical Japanese literature (especially court fiction & its reception and early kabuki)

Naomi Geyer, Associate Professor
website: https://alc.wisc.edu/about/faculty/naomi-geyer (https://alc.wisc.edu/about/faculty/naomi-geyer/)
email: nfgeyer@wisc.edu
Areas of Expertise: Japanese Language, Language Pedagogy, Pragmatics

Adam L. Kern, Professor
website: https://alc.wisc.edu/about/faculty/adam-l-kern (https://alc.wisc.edu/about/faculty/adam-l-kern/)

OTHER
n/a
email: alkern@wisc.edu

Areas of Expertise: The popular literature, culture, poetry, theater, and visual culture of early modern unto modern Japan (1600-1900). Transcultural comics in Japan (manga, kibyōshi, etc) and beyond.

Junko Mori, Professor
website: https://alc.wisc.edu/about/faculty/junko-mori
email: jmori@wisc.edu

Areas of Expertise: Japanese Linguistics, Applied Linguistics, Conversation Analysis, Sociolinguistics

Takako Nakakubo, Faculty Associate
website: https://alc.wisc.edu/about/faculty/takako-nakakubo
email: tnakakubo@wisc.edu

Areas of Expertise: Second Language Acquisition of Japanese, Japanese Pedagogy, Learning Strategies

Steve Ridgely, Associate Professor
website: https://alc.wisc.edu/about/faculty/steve-ridgely
email: steve.ridgely@wisc.edu

Areas of Expertise: modern Japanese literature, cultural theory, transasian studies

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**ASTRONOMY, DOCTORAL MINOR**

**REQUIREMENTS**

Graduate students from other programs who wish to minor in astronomy should ask the department to assign them a minor professor. The minimum requirement for a minor is 10 credits from courses at or above the 500 level offered by the Department of Astronomy, to include both ASTRON 500 Techniques of Modern Observational Astrophysics and ASTRON 700 Basic Astrophysics I.

**PEOPLE**

Faculty:
Professors Richard Townsend (chair), Amy Barger, Matt Bershady, Sebastian Heinz, Alex Lazarian, Bob Mathieu, Snezana Stanimirovic, Christy Tremonti, Susanna Widicus Weaver, Eric Wilcots, and Ellen Zweibel

Associate Professor Elena D’Onghia

Assistant Professor Ke Zhang

**Staff:**
Department Administrator: Steve Anderson
Student Coordinator: Heather Sauer

**ASTRONOMY, M.S.**

The Department of Astronomy offers the doctor of philosophy in astronomy. Although a master’s degree is offered, students are not admitted for a terminal master’s degree.

The department has a long-standing reputation as one of the finest graduate astronomy and astrophysics programs in the United States. The program provides each student with a broad knowledge of modern observational and theoretical astrophysics, while emphasizing the development of independent research skills. Beginning with the first year in the program, graduate students play an active role in the department’s research programs and have access to all research facilities. As teaching assistants, they also acquire experience as astronomy educators.

The faculty are engaged in a broad range of observational and theoretical research. Topics of study include dynamical phenomena of massive stars; binary star evolution; dynamics of star clusters and star forming regions; compact objects; the interstellar and intergalactic medium; star formation; plasma astrophysics; computational fluid mechanics; magnetic fields; turbulence; the structure, kinematics, and stellar populations of nearby galaxies; active galactic nuclei; galactic winds and chemical evolution; galaxy clusters; galaxy formation and evolution; the star formation and black hole accretion history of the universe; and the development of innovative astronomical instrumentation. More information is available on the department website.

**RESEARCH FACILITIES**

Astronomical observations at UW–Madison trace their origin to the 15-inch refractor of Washburn Observatory, founded on the campus in 1878, and still open for public viewing. Wisconsin subsequently pioneered
a multi-wavelength approach to astronomical observation. Faculty, research staff, and students are frequent observers on X-ray, ultraviolet, optical, infrared, radio, and submillimeter telescopes around the globe and in space. The department currently participates in the operation of a number of research-class observing facilities and is actively engaged in the development of cutting-edge instrumentation.

The university is a major partner in the WIYN telescope, an advanced technology 3.5m telescope at Kitt Peak, Arizona, optimized for wide-field imaging and spectroscopy, and in the 11m Southern African Large Telescope (SALT), the largest single aperture optical telescope in the Southern Hemisphere. The university is also a partner in the Sloan Digital Sky Survey IV, a massive spectroscopic survey of the distant Universe, nearby galaxies, and stars in the Milky Way. The department is actively involved in ASKAP and MEERKAT, precursor experiments for an array of radio telescopes one square kilometer in size.

The department has a long history of developing astronomical instrumentation for both ground and space-based facilities. Current efforts center on the development of a near-infrared arm for the Robert Stobie Spectrograph on SALT, and the design and testing of fiber bundle arrays for the Sloan Digital Sky Survey. UW scientists are also continuing to develop and operate an innovative and highly successful Star Tracker for sounding rocket and balloon-borne experiments. Technical support is provided by in-house electronics and machine shops.

The theory group maintains a variety of facilities to support numerical simulations. The main workhorse is a 72-node, 576-core cluster optimized for tightly coupled problems, such as hydrodynamics and magneto-hydrodynamics. A number of smaller clusters are used for development, analysis and three-dimensional visualization.

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**ADMISSIONS**

This master's program is offered for work leading to the Ph.D. Students may not apply directly for the master's, and should instead see the admissions information for the Ph.D (p. 177).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face-to-Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW-Madison campus only in evenings and/ or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>34 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Coursework Requirement</td>
<td>Half of degree coursework (17 credits out of 34 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>A grade of S must be received in ASTRON 990 Research and Thesis before the preliminary examination may be taken.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Students take a preliminary examination after completing their second academic year. Possible scores are “high pass,” “low pass,” and “fail.” Students attaining a high pass or a low pass are eligible for a master’s. Students who fail will be dismissed from the program. To receive a terminal master’s degree, students must complete a written master’s thesis that is approved by their faculty advisor.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

**REQUIRED Courses**
Breadth Requirement
All M.S. students are required to complete 12 credits of coursework in relevant departments outside of astronomy. The coursework will normal be at the 400 level and above although special exceptions may be made in the case where 300-level courses are needed to satisfy prerequisites. At least two courses must be at the 600 level and above. Courses in departments other than physics should be approved by the student's mentoring committee (or the graduate advisor if the mentoring committee has not yet been formed.)

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 17 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
Up to 7 credits numbered 700 or above from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 15 credits of coursework numbered 400 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master's is not allowed to satisfy requirements.

PROBATION
A grade of C or lower in a core course will result in the student being placed on academic probation. This is removed after the next grade of B or better in a core course. Grades of C or lower in two or more core courses will result in dismissal.

A semester GPA below 3.0 will result in the student being placed on academic probation. This will be removed if the student attains a GPA of 3.0 or above in the subsequent semester.

ADVISOR / COMMITTEE
All students will be assigned a mentoring committee consisting of the student's advisor and two other faculty members. Students are strongly encouraged (but not required) to meet with their mentoring committees twice a year.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years will be dismissed from the program.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) for all students to seek grievance assistance and support
  - Employee Assistance (http://www.eao.wisc.edu/) for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) for qualified employees or applicants with disabilities to have equal employment opportunities
  - Graduate School (https://grad.wisc.edu/) for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions
  - Office of Compliance (https://compliance.wisc.edu/) for class harassment and discrimination, including sexual harassment and sexual violence
  - Office of Student Conduct and Community Standards (https://conduct students.wisc.edu/) for conflicts involving students
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) for employed graduate students and post-docs, as well as faculty and staff
  - Title IX (https://compliance.wisc.edu/titleix/) for concerns about discrimination

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
University fellowships or departmental assistantships are offered, contingent on satisfactory progress. The length of guaranteed student support is four continuous years for those with no prior graduate work.
Three continuous years of funding are guaranteed for those with one year or more of prior graduate work. It is almost always the case that students remain fully funded through their thesis defense.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Demonstrate a broad understanding of core astrophysical topics including gravitational dynamics; radiative processes; the interstellar medium; the formation, structure, and evolution of stars and galaxies; cosmology; and observational and numerical techniques.
2. Identify sources and assemble evidence pertaining to questions or challenges in their area of concentration.
3. Synthesize knowledge from disparate sources and evaluate evidence for and against hypotheses.
4. Demonstrate academic mastery in their area of concentration, including an understanding of appropriate research methodologies, current theories, recent findings, and their broader implications.
5. Recognize and apply principles of ethical and professional conduct.

**ASTRONOMY, PH.D.**

The goal of the graduate program is to prepare capable and creative astronomers for careers in research and education. The granting of the Ph.D. degree indicates that the recipient has a mastery of the knowledge and techniques of modern astrophysics. A Ph.D. candidate is expected to be both knowledgeable of problems at the frontiers of astrophysical research and able to carry out independent forefront research in a specialized area. Candidates are required to gain experience as teaching assistants and are encouraged to work with a variety of faculty and research staff members during the first two years of study.

The Department of Astronomy offers the doctor of philosophy in astronomy. Although a master's degree is offered, students generally are not admitted for a terminal master's degree.

The department has a long-standing reputation as one of the finest graduate astronomy and astrophysics programs in the United States. The program provides each student with a broad knowledge of modern observational and theoretical astrophysics, while emphasizing the development of independent research skills. Beginning with the first year in the program, graduate students play an active role in the department's research programs and have access to all research facilities. As teaching assistants, they also acquire experience as astronomy educators.

The faculty are engaged in a broad range of observational and theoretical research. Topics of study include dynamical phenomena of massive stars; binary star evolution; dynamics of star clusters and star forming regions; compact objects; extrasolar planets; the interstellar and intergalactic medium; star formation; plasma astrophysics; computational fluid mechanics; magnetic fields; turbulence; the structure, kinematics, and stellar populations of nearby galaxies; active galactic nuclei; galactic winds and chemical evolution; galaxy clusters; galaxy formation and evolution; the star formation and black hole accretion history of the universe; and the development of innovative astronomical instrumentation. More information is available on the department website.

**RESEARCH FACILITIES**

Astronomical observations at UW–Madison trace their origin to the 15-inch refractor of Washburn Observatory, founded on the campus in 1878, and still open for public viewing. Wisconsin subsequently pioneered a multi-wavelength approach to astronomical observation. Faculty, research staff, and students are frequent observers on X-ray, ultraviolet, optical, infrared, radio, and submillimeter telescopes around the globe and in space. The department currently participates in the operation of a number of research-class observing facilities and is actively engaged in the development of cutting-edge instrumentation.

The university is a major partner in the WIYN telescope, an advanced technology 3.5m telescope at Kitt Peak, Arizona, optimized for wide-field imaging and spectroscopy, and in the 11m Southern African Large Telescope (SALT), the largest single aperture optical telescope in the Southern Hemisphere. The university is also a partner in the Sloan Digital Sky Survey IV, a massive spectroscopic survey of the distant Universe, nearby galaxies, and stars in the Milky Way. NOEMA, our newest telescope partner, is the most powerful millimeter radio telescope of the Northern Hemisphere and one of the most advanced facilities existing today for radio astronomy. The department is also actively involved in ASKAP and MEERKAT, precursor experiments for an array of radio telescopes one square kilometer in size.

The department has a long history of developing astronomical instrumentation for both ground and space-based facilities. Current efforts center on the development of a near-infrared spectrograph on SALT. UW–Madison scientists are also continuing to develop and operate an innovative and highly successful Star Tracker for sounding rocket and balloon-borne experiments. Technical support is provided by in-house electronics and machine shops.

The theory group uses a variety of facilities to support numerical modeling. The main workhorse comprises 24 dedicated nodes of the campus High Performance Computing (HPC) cluster, each containing 20 CPU cores and 128 GB of RAM, optimized for tightly coupled problems such as magnetohydrodynamical and N-body simulations. A number of smaller clusters within the Astronomy Department are used for development, analysis and three-dimensional visualization.
ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tr>
<td>Fall Deadline</td>
<td>December 15</td>
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<tr>
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<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

To enter as a graduate student, an applicant must have undergraduate preparation that includes at least three years of college physics and mathematics through differential equations. Applicants are judged on the basis of previous academic record, letters of recommendation, personal statement, and research experience. Admission is competitive and is for the fall only.

Applicants for admission must submit the following via the Graduate School online application:

- Transcripts of all undergraduate work
- Statement on reasons for graduate study in astronomy
- Three letters of recommendation from people well acquainted with past academic work
- International students must submit scores from the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS)

Financial support is provided through university fellowships (incoming graduate students only) or department assistantships. To compete for fellowships awarded by the university, students must submit all application materials via the online Graduate School Application by December 15.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

FINANCIAL SUPPORT FOR PHD STUDENTS IN ASTRONOMY

University fellowships or departmental assistantships are offered, contingent on satisfactory progress. The length of guaranteed student support is four continuous years for those with no prior graduate work.

Three continuous years of funding are guaranteed for those with one year or more of prior graduate work. It is almost always the case that students remain fully funded through their thesis defense.

Teaching Assistants (TA) assist faculty members in the introductory Astronomy courses, generally by teaching discussion and laboratory sections. A graduate student is required to TA at least one semester. Research Assistants (RA) work with a major professor on a mutually agreed research program.

Tuition is remitted for TA and RA appointments. However, all students must still pay the segregated fees, which are about $725 per semester for full-time students, and any additional university fees.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
CURRICULAR REQUIREMENTS

**Required Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASTRON 500</td>
<td>Techniques of Modern Observational Astrophysics</td>
<td></td>
</tr>
<tr>
<td>ASTRON 700</td>
<td>Basic Astrophysics I</td>
<td>2</td>
</tr>
<tr>
<td>ASTRON 702</td>
<td>Basic Astrophysics II</td>
<td>2</td>
</tr>
<tr>
<td>ASTRON 715</td>
<td>Stellar Interiors and Evolution</td>
<td>2</td>
</tr>
<tr>
<td>ASTRON 720</td>
<td>The Interstellar Medium I: Basic Processes</td>
<td></td>
</tr>
<tr>
<td>ASTRON 730</td>
<td>Galaxies</td>
<td>2</td>
</tr>
<tr>
<td>ASTRON 735</td>
<td>Observational Cosmology</td>
<td>2</td>
</tr>
<tr>
<td>ASTRON/PHYSICS 910</td>
<td>Seminar in Astrophysics</td>
<td>1-4</td>
</tr>
<tr>
<td>ASTRON 990</td>
<td>Research and Thesis 2</td>
<td>1-12</td>
</tr>
</tbody>
</table>

**Breadth Requirement**

See PhD policy above on Doctoral Minor/Breadth Requirement for details.

**Total Credits**

51

1. Barring course conflicts, students are expected to take this course every semester during their first two years for 1 credit each semester. Once students reach dissertation status, they no longer register for this course.

2. Beyond the other required courses listed, students typically take ASTRON 990 Research and Thesis credits to reach the total minimum credit requirement.

**Policies**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

The coursework required of students from other institutions is determined by the program to which the student is admitted. The coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW-MADISON UNDERGRADUATE**

Up to 7 credits numbered 700 or above from a UW-Madison undergraduate degree are allowed to count toward the degree.

**UW-MADISON UNIVERSITY SPECIAL**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 400 or above taken as a UW-Madison Special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

A grade of C or lower in a core course will result in the student being placed on academic probation. This is removed after the next grade of
B or better in a core course. Grades of C or lower in two or more core courses will result in dismissal.

A semester GPA below 3.0 will result in the student being placed on academic probation. This will be removed if the student attains a GPA of 3.0 or above in the subsequent semester.

**ADVISOR / COMMITTEE**

All students will be assigned a mentoring committee consisting of the student’s advisor and two other faculty members. Students are strongly encouraged (but not required) to meet with their mentoring committees twice a year in the first two years and annually thereafter.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

University fellowships or departmental assistantships are offered, contingent on satisfactory progress. The length of guaranteed student support is four continuous years for those with no prior graduate work. Three continuous years of funding are guaranteed for those with one year or more of prior graduate work. It is almost always the case that students remain fully funded through their thesis defense.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PROGRAM RESOURCES**

The goal of the graduate program is to prepare capable and creative astronomers for careers in research and education. Each student will have both a graduate student mentor and a set of three faculty mentors, called a “Committee of Three” (or Co3 for short). The Co3’s are expected to evolve into a Thesis Committee as the student progresses towards their degree. The Committee of Three fosters more departmental collaborations and provides students with a broader advising perspective and regular feedback on their progress.

**LEARNING OUTCOMES**

1. Demonstrate a broad understanding of core astrophysical topics including gravitational dynamics; radiative processes; the interstellar medium; the formation, structure, and evolution of stars and galaxies; cosmology; and observational and numerical techniques.
2. Demonstrate academic mastery in their area of concentration, including a deep understanding of current theories, recent findings, and their broader implications.
3. Evaluate scientific literature and use it to construct theoretical frameworks and testable predictions for their own research projects.
4. Foster ethical and professional conduct.
5. Develop and complete original research that substantively advances a specific field of study. In so doing, they will cultivate their critical thinking skills, creativity, and independence.
6. Utilize modern instrumental, observational, or theoretical research techniques in their analysis.
7. Formulate ideas, designs, or techniques that advance the boundaries of knowledge within their field.
8. Critically evaluate the robustness and limits of conclusions drawn from their research and the potential for future studies.
9. Write clear and concise research articles for publication in refereed journals.
10. Critically evaluate the robustness and limits of conclusions drawn from their research and the potential for future studies.
11. Write clear and concise research articles for publication in refereed journals.
12. Deliver articulate oral presentations on their research to diverse audiences ranging from academic departments to the general public.
13. Serve as teaching assistants for at least one semester. Communicate scientific ideas in a clear and understandable manner, employ
techniques that enhance student engagement, and develop and carry out assessments of student progress.

PEOPLE

Faculty:
Professors Richard Townsend (chair), Amy Barger, Matt Bershady, Sebastian Heinz, Alex Lazarian, Bob Mathieu, Snezana Stanimirovic, Christy Tremonti, Susanna Widicus Weaver, Eric Wilcots, and Ellen Zweibel

Associate Professor Elena D’Onghia

Assistant Professor Ke Zhang

Staff:
Department Administrator: Steve Anderson
Student Coordinator: Heather Sauer

ATMOSPHERIC AND OCEANIC SCIENCES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Atmospheric and Oceanic Sciences, Doctoral Minor (p. 181)
• Atmospheric and Oceanic Sciences, M.S. (p. 181)
• Atmospheric and Oceanic Sciences, Ph.D. (p. 190)

ATMOSPHERIC AND OCEANIC SCIENCES, DOCTORAL MINOR

REQUIREMENTS

The graduate chair or any other professor in the Department of Atmospheric and Oceanic Sciences may serve as a minor professor on a Ph.D. committee. The graduate chair will certify that the minor course requirements have been met.

The minor requirement is 9 or more credits of any ATM OCN course at or above the 400 level. Overall GPA for the minor must be at least 3.0.

ATM OCN courses assume a prerequisite background in college physics (two semesters), calculus (three semesters), and chemistry (one semester).

PEOPLE

See department website for list of faculty (https://www.aos.wisc.edu/faculty/).

ATMOSPHERIC AND OCEANIC SCIENCES, M.S.

The department offers two named options for an M.S. degree. The Research M.S. named option (p. 186) can be earned as part of the path toward a Ph.D. degree or earned as a terminal degree. The Professional M.S. named option (p. 183) is for students who are focused on developing the practical skills to succeed in meteorological consulting, risk management, and operational forecasting. Both degrees offer significant opportunities within the public and private sectors.

The department currently has 15 faculty members and many staff members involved in large and energetic research programs. Particular strengths include climate/earth system science, geophysical fluid dynamics, remote sensing, planetary boundary layer, atmospheric chemistry, weather systems and prediction, and oceanography. Course concentrations within the existing degree program are offered in the areas of weather prediction, earth system science, remote sensing, and oceanography.

The department has close ties with the Center for Climatic Research, the Nelson Institute for Environmental Studies, Center for Sustainability and the Global Environment, Space Science and Engineering Center, Cooperative Institute for Meteorological Satellite Studies, National Weather Service, and the State Climatologist Office.

Job opportunities have been strong within the United States for people with graduate degrees in atmospheric and oceanic sciences. The government hires a large number of meteorologists with advanced degrees, as do many private forecasting companies and air quality consulting firms. In addition, there are openings for experts at various government and university research labs.

ADMISSIONS

Students apply to the M.S. in Atmospheric and Oceanic Sciences through one of the named options:

• Research Program (p. 186)
• Professional Program (p. 183)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
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<tr>
<td>Minimum Credit Requirement</td>
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<tr>
<td>Minimum Residence Credit Requirement</td>
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</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Select a Named Option (p. 182) for required courses.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Atmospheric and Oceanic Sciences must select one of the named options:

View as list View as grid

· ATMOSPHERIC AND OCEANIC SCIENCES: PROFESSIONAL PROGRAM, M.S. (P. 183)
· ATMOSPHERIC AND OCEANIC SCIENCES: RESEARCH PROGRAM, M.S. (P. 186)

POLICIES

Students should refer to one of the named options for policy information:

· Research Program (p. 186)
· Professional Program (p. 183)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

Please go to the AOS handbook (http://aoswebsite.aos.wisc.edu/academics/graduate/handbook/career/) to see the professional development resources available to our graduate students.

LEARNING OUTCOMES

1. (Research Program or Professional Program): Acquisition of a broad foundation of knowledge contained in our graduate-level core courses
2. (Research Program) Have learned the historical origin and significance of certain issues central to the field by conducting original research
3. (Research Program or Professional Program): Have developed a good problem-solving skill that prepares them to become efficient supporting scientists for research institutions or effective career atmospheric professionals in operational units of government or commercial institutions.
4. (Research Program): Articulate, critique, or elaborate the theories, research methods, and approaches to inquiry or schools of practice in the field of study.
5. (Research Program or Professional Program): Recognize and apply principles of ethical and professional conduct.
6. (Professional Program): Gain practical hands-on experience in professional atmospheric science careers

PEOPLE

See department website for list of faculty (https://www.aos.wisc.edu/faculty/).
ATMOSPHERIC AND OCEANIC SCIENCES: PROFESSIONAL PROGRAM, M.S.

This is a named option within the Atmospheric and Oceanic Sciences M.S. (p. 181)

The M.S.-AOS: Professional Program in Atmospheric and Oceanic Sciences focuses on developing the in-demand skills needed to succeed and become leaders in the rapidly expanding and changing industry of meteorological consulting, risk management, and operational forecasting. The program provides training in fundamental atmospheric sciences as well as skill development in forecasting, modeling, data analysis, scientific communication and evaluation of research for professional careers in both government and commercial institutions.

All classes are taught in person at UW-Madison by our award-winning faculty. Course sequence consists of a FUNDAMENTAL set of core classes, TECHNICAL training, completion of an APPLICATION track, and PROFESSIONAL DEVELOPMENT, which includes the summer internship.

With full-time enrollment, the 30-credit course sequence can be finished in 12 months. Part-time enrollment is allowed. An 8-10 week summer internship focused on professional development, ethics, and technical report writing is taught on-line which allows students to conduct their internship from anywhere in the world. The course also prepares and provides support for students interested in the AMS Certified Consulting Meteorologist (CCM) certification (https://www.ametsoc.org/ams/index.cfm/education-careers/ams-professional-certification-programs/ certified-consulting-meteorologist-program-ccm/).

We offer four specialization pathways or tracks.

Forecasting and Modeling: Weather and climate computer models are increasingly complex, specialized, and are used in everyday decision making by a large number of industries and people. Skilled modelers who understand the theory, can run the models, and interpret the output are in high demand in industry and agencies like NOAA and NASA. Gain insight into how models work and experience in running state-of-the-art models in our field.

Air Quality Science and Regulation: Air pollution affects public health globally, and understanding how emissions, atmospheric transport, and human impacts are linked requires a deep understanding of chemistry, dynamics, epidemiology, and policy. Our air quality pathway prepares students to tackle key pollution problems.

Climate Science, Risk Management, and Communication: Climate change is a leading environmental problem of our generation. Skilled leaders who can evaluate climate variability from seasonal to century timescales, connect these to impacts and risks to society, and present these to diverse audiences in government and private sector are in high demand.

Satellite Meteorology: UW-Madison is the birthplace of satellite meteorology and home of the UW Space Sciences and Engineering Center (SSEC) (https://www.ssec.wisc.edu/) and the NOAA Cooperative Institute for Meteorological Satellite Studies (https://cimss.ssec.wisc.edu/), both located in the same building as our department. You have access to these expert scientists. This track prepares students in real-world analysis of weather satellite, radar, and allied remote sensing technologies.

Admissions

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tbody>
<tr>
<td>Fall Deadline</td>
<td>February 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
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<tr>
<td>Summer Deadline</td>
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<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Admission to the Professional Program requires the same academic strength and expectations of the Research Program, except that you do not need to elect an advisor or research topic.

Our criteria for admissions is holistic and we generally favor high quality applicants who have:

- Evidence of interest in meteorological, climate, ocean, and/or remote sensing careers
- Sufficient background in prerequisite courses to be successful in AOS courses and careers, regardless of academic major
- Evidence of solid written and oral English communication skills
- GPA, GRE, and TOEFL scores reflective of academic strength
- Ability to enhance the academic, geographic, gender, ethnic, economic, or cultural diversity of our department, especially for underrepresented groups

Applications submitted by January 15 are given highest consideration for Fall semester admission. All applicants are assessed and ranked by an admissions committee chaired by the Graduate Program Chair. Admission priority is given to the highest ranked applicants who best meet our application criteria. No assistantship funding is available in the professional program.
FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM POLICY
Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum. Students in the professional program may not switch to the research program and then back to the professional program. A one-way switch is allowed.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
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<tr>
<td>Yes</td>
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<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
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Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum</td>
<td>16 credits</td>
</tr>
<tr>
<td>Residence Credit Requirement</td>
<td></td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement
At least half of degree coursework (15 out of 30 total credits) must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle)).

Overall Graduate GPA Requirement
3.00 GPA required

Other Grade Requirements
Students must earn a C or above in all coursework.

Assessments and Examinations
None

Language
No language requirements.

REQUIRED COURSES

• 9 credits in fundamentals of ATM OCN
  • Students pick three of the following

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATM OCN 610</td>
<td>Geophysical Fluid Dynamics I</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 611</td>
<td>Geophysical Fluid Dynamics II</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 630</td>
<td>Introduction to Atmospheric and Oceanic Physics</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 640</td>
<td>Radiation in the Atmosphere and Ocean</td>
<td>3</td>
</tr>
</tbody>
</table>

• 5-6 credits in technical scientific data analysis, measurements and/or programming
  • At least three credits must be in ATM OCN

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATM OCN 404</td>
<td>Meteorological Measurements</td>
<td>2</td>
</tr>
<tr>
<td>ATM OCN 573</td>
<td>Computational Methods in Atmospheric and Oceanic Sciences</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 575</td>
<td>Climatological Analysis</td>
<td>3-4</td>
</tr>
<tr>
<td>R M I 700</td>
<td>Principles of Risk Management</td>
<td>3</td>
</tr>
<tr>
<td>R M I 650</td>
<td>Sustainability, Environmental and Social Risk Management</td>
<td>3</td>
</tr>
</tbody>
</table>

• 9-10 credits in applied aspects of ATM OCN
  • Students must pick a specialty option and PICK AT LEAST TWO courses of those lists for the specialty based on availability and interest, and AT LEAST ONE course either from the same specialty or another specialty. At least 6 of these credits must be ATM OCN.

<table>
<thead>
<tr>
<th>Climate Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATM OCN 425</td>
<td>Global Climate Processes</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN/ENVIR ST 520</td>
<td>Bioclimatology</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 522</td>
<td>Tropical Meteorology</td>
<td>3</td>
</tr>
</tbody>
</table>
ATM OCN/ENVIR ST/ Past Climates and Climatic Change 3
GEOG 528

ATM OCN 660 Introduction to Physical Oceanography 3

ATM OCN 705 The Middle Atmosphere 3

ATM OCN 712 General Circulation of the Atmosphere 3

ATM OCN 760 Large-Scale Ocean-Atmosphere Coupling 3

## Satellite meteorology

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATM OCN 441</td>
<td>Radar and Satellite Meteorology</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 637</td>
<td>Cloud Physics</td>
<td>3-4</td>
</tr>
<tr>
<td>ATM OCN 740</td>
<td>Advanced Atmospheric Radiation</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN/ENVIR ST 745</td>
<td>Meteorological Satellite Applications</td>
<td>2-3</td>
</tr>
<tr>
<td>ENVIR ST/CIV ENGR/</td>
<td>Remote Sensing Digital Image Processing</td>
<td>3</td>
</tr>
<tr>
<td>LAND ARC 556</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Air Quality

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATM OCN/ENVIR ST 535</td>
<td>Atmospheric Dispersion and Air Pollution</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 638</td>
<td>Atmospheric Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN/CIV ENGR 701</td>
<td>The Chemistry of Air Pollution</td>
<td>2</td>
</tr>
<tr>
<td>ATM OCN 773</td>
<td>Boundary Layer Meteorology</td>
<td>3</td>
</tr>
<tr>
<td>ENVIR ST/POP HLTH 502</td>
<td>Air Pollution and Human Health</td>
<td>3</td>
</tr>
</tbody>
</table>

## Forecasting and modeling

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATM OCN 610</td>
<td>Geophysical Fluid Dynamics I</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 751</td>
<td>The Frontal Cyclone</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 753</td>
<td>Mesoscale Meteorology</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 801</td>
<td>Topics in Theoretical Meteorology</td>
<td>2-3</td>
</tr>
</tbody>
</table>

1 ATM OCN 610 Geophysical Fluid Dynamics I can count only if not used to count for fundamentals requirement.

> **6 credits in professional development**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATM OCN 810</td>
<td>Practical Training in Atmospheric and Oceanic Sciences I</td>
<td>1</td>
</tr>
<tr>
<td>ATM OCN 811</td>
<td>Practical Training in Atmospheric and Oceanic Sciences II</td>
<td>2</td>
</tr>
<tr>
<td>ATM OCN 999</td>
<td>Advanced Independent Study</td>
<td>3</td>
</tr>
</tbody>
</table>

2 ATM OCN 810 Practical Training in Atmospheric and Oceanic Sciences I and ATM OCN 811 Practical Training in Atmospheric and Oceanic Sciences II require a supervised 20-30 hour/week internship during the summer after completion of other course requirements. This course is taken in conjunction with 1 credit of ATM OCN 999 Advanced Independent Study. Placement in internship is made during the spring semester with support from the program coordinator and academic advisor. See program policies for more details.

3 ATM OCN 999 Advanced Independent Study credit earned through 1-2 hours per week attendance and reporting on: weekly meeting with program advisor, participation in Graduate School professional development workshops, attendance at research seminars or lab meetings, participation at professional conferences, department presentation of CCM portfolio (summer). Write up on activities required each semester. ATM OCN 999 Advanced Independent Study is taken for one credit in each of fall, spring, and summer session. Summer session ATM OCN 999 Advanced Independent Study can be taken remotely if internship placement is off campus.

## POLICIES

### GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures ([https://grad.wisc.edu/acadpolicy/](https://grad.wisc.edu/acadpolicy/)) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### NAMED OPTION-SPECIFIC POLICIES

#### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

Students will not be permitted to use credits from previously earned graduate coursework.

**UW–Madison Undergraduate**

With advisor approval, up to 7 credits numbered 300 or above may be counted toward the degree specialization areas (not the core degree requirements). These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. No credits may be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, and payment of the difference in tuition, students are allowed to count up to 7 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

#### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full-time enrollment (or 12 credits of enrollment if enrolled part-time), this will be deemed unsatisfactory progress and the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR
Professional M.S. students will all be advised by the faculty director, with support from the program coordinator. Delegation of advising to other faculty may occur depending on program size and specific interests.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
The professional degree should take 12 months to complete at full-time enrollment, starting in fall semester. Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dos.o students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)

- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Funding
Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum. Students in the professional program may not switch to research program and then back to professional program. A one-way switch is allowed.

Internship Requirement
At the end of the spring semester, all students are expected to have secured a paid or unpaid internship with a minimum of 10 hours per week of expected work for a minimum of 8 weeks. The internship, occurring in conjunction with online classes ATM OCN 810, ATM OCN 811, and ATM OCN 999, can include placement in a private company, public sector agency or lab, university setting, on or off campus, based on student interest, availability, and advisor approval. It is the responsibility of both the student and the program coordinator to assist in this match. In case the student is unable to secure an internship or seeks a more entrepreneurial approach, the student can propose an alternate in lieu of internship. The alternative must still meet minimum hour and length requirements, but may include independent business start-up planning, direct consulting with faculty, or other creative approaches. The alternative must have a direct mentor or supervisor identified and requires approval of the program director.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE
See department website for list of faculty (https://www.aos.wisc.edu/faculty/).

ATMOSPHERIC AND OCEANIC SCIENCES: RESEARCH PROGRAM, M.S.
This is a named option within the Atmospheric and Oceanic Sciences M.S. (p. 181)

For the M.S. Research named option, students will work with faculty, students, and staff engaged in research across the entire spectrum of topics in the Atmospheric and Oceanic Sciences.
SYNOPTIC METEOROLOGY (HTTPS://WWW.AOS.WISC.EDU/RESEARCH/SYNOPTIC/)

Understanding the synoptic and mesoscale behavior of tropical and extra-tropical cyclones requires a wide range of techniques. We are investigating tropical cyclone initiation and developing an idealized model of the cyclone life cycle. Other projects include work in forecast sensitivity, targeted observations, 4-D assimilation of satellite winds into numerical forecast models, and the nature of the mid-latitude occlusion process and cyclone decay.

CLIMATE AND CLIMATE CHANGE (HTTPS://WWW.AOS.WISC.EDU/RESEARCH/CLIMATE/)

Climate research involves defining the physical, chemical, and biological behavior of many components of the climate, modeling these components in an interactive system, and obtaining appropriate observational information to define the climate and its changes. We have ongoing studies on paleoclimate and recent climate observations and use these in conjunction with comprehensive climate system models to try to understand the characteristics and physics of climate variations on many time scales.

LARGE SCALE DYNAMICS (HTTPS://WWW.AOS.WISC.EDU/RESEARCH/DYNAMICS/)

Substantive forcing and nonlinear processes are important for large scale dynamics of both the atmosphere and ocean circulations. The challenge remains to define and study the interactions of circulations with many time and spacial scales in order to understand the observed lifecycles of atmospheric and oceanic systems and the dominant variability time and spacial scales. Our studies include atmospheric intraseasonal and interannual variability and oceanic decadal variability.

RADIATION AND REMOTE SENSING (HTTPS://WWW.AOS.WISC.EDU/RESEARCH/RADIATION/)

Radiation emitted and absorbed by the Earth system drives the large scale circulations of the atmosphere and ocean. We are working to understand the flow of radiant energy through clear and cloudy skies, and to use measurements of radiation to remotely sense properties of the atmosphere and surface.

CLOUD AND ATMOSPHERIC PHYSICS (HTTPS://WWW.AOS.WISC.EDU/RESEARCH/PHYSICS/)

Clouds are the most visible part of weather phenomena and influence the larger scale environment through the release of latent heat. We study the physical and chemical processes related to the formation and growth of cloud and precipitation particles (cloud and rain drops, graupel, hail, and snow crystals) and the interaction between clouds and their dynamical environments. Other projects center on processes such atmospheric electricity, aerosol physics, and air pollution problems.

OCEANOGRAPHY (HTTPS://WWW.AOS.WISC.EDU/RESEARCH/OCEANOGRAPHY/)

The ocean acts as the flywheel of the climate system because of its huge thermal inertia and ability to regulate the atmospheric carbon content. The ocean plays a critical role in short-term climate variability (including phenomena like El Nino) and long-term climate change. Research at the University of Wisconsin focuses on the fundamental physical and geochemical processes that drive ocean circulations, and on the climatic impacts that result.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>January 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Supplemental form indicating research areas and advisor preferences required.

Overall, our criteria for admissions is holistic and we generally favor high quality applicants who have:

- Evidence of interest in meteorological, climate, ocean, and/or remote sensing research
- Sufficient background in prerequisite courses to be successful in ATM OCN courses and research, regardless of academic major
- Interests that match interests of current faculty seeking students
- Prior experience in research through thesis work, practicum courses, internships, summer research experiences, presentation/publication, etc...
- Received nationally competitive or University–wide awards or fellowships (e.g., NSF GFRP)
- Evidence of solid written and oral English and scientific communication skills
- GPA, GRE, and TOEFL scores reflective of academic strength
- Ability to enhance the academic, geographic, gender, ethnic, economic, or cultural diversity of our department, especially for underrepresented groups

Applications submitted by the above deadline are given highest consideration for Fall semester admission. Spring semester admission is also possible, but less common. All applicants are assessed and ranked by an admissions committee chaired by the Graduate Program Chair. Admission priority is given to the highest ranked applicants who best
meet our application criteria (usually ~25-30% for domestic applicants). International applications are not admitted without a source of funding (assistantship, fellowship, or personal) and advisor directly identified.

An offer of admission for fall, typically made in February or early March, does not guarantee funding. Assistantship and internal fellowship decisions are made jointly by the admissions committee and the faculty or group providing the funding in a separate process, with decisions made typically by March-April. You will be notified if funding for you becomes available. Typically we are able to fund approximately 8-10 students a year, primarily by research assistantships. We do not typically provide teaching assistantships to incoming students. The department discourages self-funding of Ph.D. degrees, but will allow it for M.S. For fall admission, you will have until April 15 to accept or reject any offers of admission or funding.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
</tr>
<tr>
<td>Credit</td>
<td>16 credits</td>
</tr>
<tr>
<td>Residence</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Graduate GPA</td>
<td>A grade of B or greater is required for the 12 credits of lecture courses in the department numbered 400 or above.</td>
</tr>
<tr>
<td>Other Grade</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Language</td>
<td>A master’s thesis is required, and must be approved by the major professor and two additional faculty members. A public oral presentation of the thesis research is required.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

There is a set of five core courses which are highly recommended as a good foundation for graduate degrees in the Department of Atmospheric and Oceanic Sciences. A GPA of 3.0 must be maintained for both options. The following is a listing of the core courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATM OCN 610</td>
<td>Geophysical Fluid Dynamics I</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 611</td>
<td>Geophysical Fluid Dynamics II</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 630</td>
<td>Introduction to Atmospheric and Oceanic Physics</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 640</td>
<td>Radiation in the Atmosphere and Ocean</td>
<td>3</td>
</tr>
<tr>
<td>ATM OCN 660</td>
<td>Introduction to Physical Oceanography</td>
<td>3</td>
</tr>
</tbody>
</table>

In consultation with their advisor, every student seeking a M.S. degree, will design a curriculum that must be approved by their advisor.

- 12 of the credits must be taken in the department as lecture courses numbered 400 or above. Seminars, research, independent study or directed reading courses do not satisfy this requirement. A grade of B or greater is required for these 12 credits.
- An additional 12 (at least) credits may be taken in or out of the department. These credits can include seminars, core courses, and
other courses taken as a graduate student. Research credits do not count toward this requirement.

- Up to 6 research credits in the department can be counted (but are not required) toward the 30 credit requirement.

### POLICIES

#### GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures ([https://grad.wisc.edu/acadpolicy/](https://grad.wisc.edu/acadpolicy/)) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

#### NAMED OPTION-SPECIFIC POLICIES

### PRIOR COURSEWORK

#### Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 14 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

#### UW–Madison Undergraduate

With program approval, students are allowed to count no more than 7 credits of graduate coursework taken as an undergraduate at UW-Madison, as long as those credits were not applied toward an undergraduate degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

#### UW–Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master’s is not allowed to satisfy requirements.

### PROBATION

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School.

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

Probation is based on student status. The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

### ADVISOR / COMMITTEE

All students are required to conduct a yearly progress report meeting with their advisor, scheduled by December 31 and completed by April 30. Failure to do so may result in a hold being placed on the student’s registration.

### CREDITS PER TERM ALLOWED

15 credits

### TIME CONSTRAINTS

The M.S. degree should be completed within three years.

### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting ([https://doso.students.wisc.edu/bias-or-hate-reporting/](https://doso.students.wisc.edu/bias-or-hate-reporting/))
- Graduate Assistantship Policies and Procedures ([https://hr.wisc.edu/policies/gapp/#grievance-procedure](https://hr.wisc.edu/policies/gapp/#grievance-procedure))
- Hostile and Intimidating Behavior Policies and Procedures ([https://hr.wisc.edu/hib/](https://hr.wisc.edu/hib/))
- Office of the Provost for Faculty and Staff Affairs ([https://facstaff.provost.wisc.edu/](https://facstaff.provost.wisc.edu/))
- Dean of Students Office ([https://doso.students.wisc.edu/](https://doso.students.wisc.edu/)) (for all students to seek grievance assistance and support)
- Employee Assistance ([http://www.eao.wisc.edu/](http://www.eao.wisc.edu/)) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office ([https://employeedisabilities.wisc.edu/](https://employeedisabilities.wisc.edu/)) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School ([https://grad.wisc.edu/](https://grad.wisc.edu/)) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance ([https://compliance.wisc.edu/](https://compliance.wisc.edu/)) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards ([https://conduct.students.wisc.edu/](https://conduct.students.wisc.edu/)) (for conflicts involving students)
- Ombuds Office for Faculty and Staff ([http://www.ombuds.wisc.edu/](http://www.ombuds.wisc.edu/)) (for employed graduate students and post-docs, as well as faculty and staff)
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Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

### OTHER

n/a
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

See department website for list of faculty (https://www.aos.wisc.edu/faculty/).

ATMOSPHERIC AND OCEANIC SCIENCES, PH.D.

A Doctor of Philosophy degree is offered with a major in atmospheric and oceanic sciences. Candidates may enter with a Master's degree or for more qualified students, directly after earning a bachelor's degree.

In atmospheric and oceanic sciences, classical physics is applied to describe the behavior of the fluids that compose the atmosphere/ocean/earth system. Influences of solar and terrestrial radiation, clouds and storms, natural and anthropogenic pollution, dynamical forces and turbulence can affect both the weather and longer climatic variations. The department uses computer simulations, passive and active remote sensing, in situ weather instruments, and laboratory experiments to study atmospheric phenomena.

The department has 15 faculty members and many staff involved in large and energetic research programs. Particular strengths include climate/earth system science, geophysical fluid dynamics, remote sensing, planetary boundary layer, atmospheric chemistry, weather systems and prediction, and oceanography. Course concentrations within the existing degree program are offered in the areas of weather prediction, earth system science, remote sensing, and oceanography.

Course and research emphasis of the department's oceanographic component is in physical oceanography, ocean–atmosphere climate dynamics, and marine geochemical cycles. A concentration of courses in oceanography can be used to satisfy the atmospheric and oceanic sciences doctoral minor.

The department has close ties with the Center for Climatic Research, the Nelson Institute for Environmental Studies, Center for Sustainability and the Global Environment, Space Science and Engineering Center, Cooperative Institute for Meteorological Satellite Studies, National Weather Service, and the State Climatologist Office.

Financial assistance is available to qualified students. The typical sources of funding are research and teaching assistantships. All applicants are considered for any available assistantships. Financial aid is handled separately from admission in the department. Students generally hear about their admission status well before any decision about financial aid is made.

Job opportunities have been strong within the United States for people with graduate degrees in atmospheric and oceanic sciences. The government hires a large number of meteorologists with advanced degrees, as do many private forecasting companies and air quality consulting firms. In addition, there are openings for experts at various government and university research labs.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
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</tr>
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<tbody>
<tr>
<td>Fall Deadline</td>
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</tr>
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</tr>
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<td>Summer Deadline</td>
<td>March 1</td>
</tr>
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<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

ADMISSION REQUIREMENTS

Graduate Record Exam (GRE)

Not required but may be considered if available.

Prerequisites for Graduate Work

Math—three semesters college calculus sequence for science/engineering majors plus differential equations

Physics—two semesters calculus-based general college physics

Chemistry—one semester general chemistry

A minimum undergraduate GPA of 3.0 is required for admission.

International students must submit scores from the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS).

Prior work in atmospheric or oceanic sciences is not required, but it is beneficial. Knowledge of computer programming is recommended.

Applications are also judged on academic record, letters of recommendation, prior research experience, and the statement of purpose. PhD students must have an advisor identified before they can be recommended for admission.
FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial assistance is available to qualified students. The typical sources of funding are research and teaching assistantships. All applicants are considered for any available assistantships. Financial aid is handled separately from admission in the department. Students generally hear about their admission status well before any decision about financial aid is made.

Prospective students should see the ATM OCN website (http://aoswebsite.aos.wisc.edu/academics/graduate/stipends-fees/) for additional funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>All grades must be C or better to count towards the degree.</td>
</tr>
</tbody>
</table>

Assessments and Examinations

Students wishing to pursue a Ph.D. are required to take a qualifying examination prior to forming a Ph.D. committee (see department website for information regarding how to form the committee). For more information about the qualifying examination, please consult the department's Qualifying Exam FAQs (http://www.aos.wisc.edu/education/Qual_ExamFAQ.html).

Ph.D. students are required to complete a preliminary examination by the Ph.D. committee prior to becoming a Ph.D. candidate. Prior to the preliminary examination the student works with the major professor to define an appropriate research topic. This topic is written into a several page research proposal that is given to the Ph.D. committee members a few weeks prior to the preliminary examination.

Language Requirements

No language requirements.
Doctoral
Minor/Breadth
Requirements

All doctoral students are required to complete two broadening requirements: a minor, and a supplemental requirement.

Minor requirement:

A minor program consists of Option A (external) 9 or more course credits in one discipline or Option B (distributed) 9 or more credits in one or more departments and can include coursework in the major department. Selection of Option A requires approval of the minor department. Selection of Option B requires approval of the major department. The department monitors minor requirements.

Supplemental requirement:

The supplemental requirement is specified by the Ph.D. committee during the first Ph.D. committee meeting. Examples include (but are not limited to): an augmented minor, substantial foreign language skill, significant professional or field experience, or interdisciplinary coursework.

REQUISITE COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Courses</td>
<td>At least 15 credits are from lecture courses numbered 600 or above in the department. Seminars, research credits, and audited courses are not included.</td>
<td>15</td>
</tr>
<tr>
<td>ATM OCN 900</td>
<td>Seminar-Meteorology</td>
<td>1-2</td>
</tr>
<tr>
<td>Minor</td>
<td>These credits may be from the department, but cannot be used to satisfy the Core Courses requirement.</td>
<td>9</td>
</tr>
<tr>
<td>Additional Credits</td>
<td>Students choose additional courses in consultation with their advisor. Most additional credits are made up of 990 research credits.</td>
<td>25+</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>51</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 7 credits of graduate coursework taken as an undergraduate at UW-Madison, as long as those credits were not applied toward an undergraduate degree. Coursework earned five or more years prior to admission to a master’s degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison Undergraduate

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW-Madison Special student. Coursework earned five or more years prior to admission to a master’s degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison University Special

With program approval, students are allowed to count no more than 19 credits of coursework taken as an undergraduate at UW-Madison, as long as those credits were not applied toward an undergraduate degree. Coursework earned five or more years prior to admission to a master’s degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full-time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School.

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

Probation is based on student status. The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

A Ph.D. committee is required in order to become a Ph.D. student. The student, under the guidance of the major professor, must form a committee of five professors consisting of the major professor, three other professors from our department, and one professor from outside the department (often from the minor department). Additional members may be added, if appropriate. Adjunct faculty can be included among the five committee members. If the committee dissolves for any reason, the candidate cannot continue in the Ph.D. program unless a new committee is formed.

The first meeting of the Ph.D. committee should normally occur after the student completes the qualifying examination, but within the same semester as the qualifying examination. Potential committee members, in deciding whether to form a Ph.D. committee, use results from the qualifying examination as well as additional information about a student’s suitability for pursuing a Ph.D.

All students are required to conduct a yearly progress report meeting with their thesis committee after passing the preliminary examination.
CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
The Ph.D. degree should be completed within five years after establishing a Ph.D. committee. For additional time constraints please consult the Graduate School Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
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OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Have an in-depth knowledge of the fields that are relevant to their research areas by taking appropriate courses not only in atmospheric and oceanic sciences, but also in related disciplines including mathematics, statistics, physics, and engineering.
2. Ask the right scientific questions: What are the important scientific problems in this field? Can a problem be solved by the available resources in a reasonable time? How to design a scientific approach to tackle the problem?
3. Read original papers of their research field to understand how previous investigators approach the problem and how they can improve on previous results.
4. Articulate research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
5. Formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study.
6. Foster ethical and professional conduct.

PEOPLE
See department website for list of faculty (https://www.aos.wisc.edu/faculty/).

BACTERIOLOGY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Bacteriology, M.S. (p. 193)
- Microbiology, Doctoral Minor (p. 198)
- Microbiology, M.S. (p. 198)
- Microbiology, Ph.D. (p. 200)

PEOPLE

Faculty: Professors Katrina Forest (Chair), Jean-Michel Ané, Cameron Currie, Timothy Donohue, Richard Gourse, Charles Kaspar, Katherine McMahon, Michael Thomas, Jade (Jue) Wang, Karen Wassarman, Jae-Hyuk Yu; Associate Professors Daniel Amador-Noguez, Briana Burton, Federico Rey, Garret Suen; Assistant Professors Karthik Anantharaman, Kerri Coon, David Hershey, Erica Lois-Wunderlich Majumber. In addition, many faculty members from other departments supervise training of graduate students.

BACTERIOLOGY, M.S.

The primary goal of the master of science (M.S.) degree program is to give students a solid understanding of the scientific process and to provide the opportunity to obtain advanced training in microbiology. The master’s degree is the terminal degree in this program, and completion of this degree does not allow automatic admission to a Ph.D. program.
This program provides the opportunity to tailor a curriculum of advanced coursework and research to fit the needs of each student, with two different tracks (coursework or research tracks, see below). Students may acquire a general overview of microbiology or may focus on a specialized subject area in microbiology such as bacterial physiology, molecular microbiology, food microbiology, environmental microbiology, biotechnology or medical microbiology. The self-tailored program must meet the requirements of the Department of Bacteriology and the Graduate School for the M.S. degree. Full-time students can expect to complete the M.S. degree in about two years. The M.S. program also can accommodate part-time students with consequent increased time to degree.

The coursework track serves students who want to acquire knowledge about current topics in microbiology primarily in a classwork setting. Examples of students who benefit from this track are those currently employed in research, clinical, or biotechnology labs seeking an advanced degree; lawyers and law students who wish to specialize in biotechnology or environmental law; and students preparing for health professions.

The research track serves students who seek to improve scientific research skills. This track is chosen by laboratory technicians who want advanced technical training; students seeking laboratory skills for employment; and students who desire laboratory experience and advanced coursework before applying to Ph.D. programs.

### ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tr>
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<td>October 15</td>
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<tr>
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<td>January 10</td>
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</table>

Other Test(s) (e.g., GMAT, MCAT)  n/a
Letters of Recommendation Required  3

* Early review of Fall applications begins January 10.

### APPLICATION DEADLINES

Although students may apply to begin the program in any semester, summer application is not encouraged. Students pursuing the research option who have found a lab in which to carry out their research may apply for summer admission. Students who plan to pursue the coursework option will be considered for summer admission only if they need to take a prerequisite or general requirement course that is offered in the summer.

### MINIMUM COURSEWORK FOR ADMISIONS

Students applying to the program should have taken some or all of these courses prior to admission to the program for either coursework or research tracks. Students may correct deficiencies (up to 6 credits) after admission, but these credits do not apply toward the credits of coursework required for the degree, and all deficiencies must be resolved before completion of the master's degree.

- Biology: two semesters
- Chemistry: four semesters of chemistry including two organic with lab component
- Math: one course in math beyond algebra/trigonometry such as calculus, statistics, or computer science
- Physics: two semesters; exceptions will be considered.

The Graduate Record Examination (GRE) is not required for admission to the M.S. program, but scores may be submitted. International students whose undergraduate instruction was not in English must provide evidence of English proficiency by taking the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS).

### FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

Financial aid for students in the M.S. program is not available from the department. Some M.S. students in the research track are supported through their research advisor, but such support is available on a very limited basis.

### REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

MODE OF INSTRUCTION

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<th>Mode of Instruction</th>
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<td>No</td>
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Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

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**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

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CURRICULAR REQUIREMENTS

Requirements Detail

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<tbody>
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<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>22 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Contact the program for information on required assessments and examinations.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>n/a</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

The following courses (or equivalent) are required for completion of the M.S. degree for both the coursework and research tracks, and may be fulfilled by courses taken prior to entrance to the M.S. program or as part of the M.S. program.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MICROBIO 303</td>
<td>Biology of Microorganisms</td>
<td>3</td>
</tr>
<tr>
<td>MICROBIO 526</td>
<td>Physiology of Microorganisms</td>
<td>3</td>
</tr>
<tr>
<td>MICROBIO 470</td>
<td>Microbial Genetics &amp; Molecular Machines</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
<td>3</td>
</tr>
</tbody>
</table>

There are two tracks for the M.S. degree: one involving primarily formal coursework with no research requirement (coursework option (https://bact.wisc.edu/pro_ms.php?i=ms3)), and the other requiring significant laboratory research with a formal written component describing and analyzing the work performed (research option (https://bact.wisc.edu/pro_ms.php?i=ms4)).

Coursework Track

1. At least nine credits of formal coursework must be at the 600 level or above.
2. Research (990), special problems (699, 999), and coordinative internship (399) credits may constitute up to nine credits of the 30 required, but cannot be used to satisfy the requirement for nine credits of formal coursework at the 600 or above level.
3. General coursework requirements (see above), can be counted towards the 30 credits if taken after entering the program.
4. Seminar credits and one-credit courses graded solely on attendance/participation will NOT count toward the 30 credits.
5. Students may request to have up to eight graduate microbiology or biochemistry course credits taken prior to entering the MS program apply toward the 30-credit minimum. The student must provide verification that those credits were not used to satisfy any degree, major, or University requirements from any prior degree they have earned. Decisions are made by the M.S. program advisor.

Research Track

1. At least ten credits of formal graduate-level coursework is required; five of these credits must meet at least one of the following criteria.
   a. Graduate course at the 600 level or above
   b. Courses that otherwise adhere to the Graduate School definition of Graduate level classes (courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/)).
   c. By approval of M.S. program advisor. See below for a list of commonly-taken courses.
2. A minimum of 12 credits of independent research is required, although more are strongly encouraged.
3. Seminar credits and one-credit courses graded solely on attendance/participation will NOT count toward the 30 credits.
4. Students may request to have up to three graduate microbiology or biochemistry course credits taken prior to entering the MS program apply toward the 10-credit minimum. The student must provide verification that those credits were not used to satisfy any degree, major, or University requirements from any prior degree they have earned. Decisions are made by the M.S. program advisor.

Note: These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
Note: These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Courses commonly taken by students in the Research Track:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MICROBIO 607</td>
<td>Advanced Microbial Genetics</td>
<td>3</td>
</tr>
<tr>
<td>MICROBIO/BIOLUMCHEM/GENETICS 612</td>
<td>Prokaryotic Molecular Biology</td>
<td>3</td>
</tr>
<tr>
<td>MICROBIO 625</td>
<td>Advanced Microbial Physiology</td>
<td>3</td>
</tr>
<tr>
<td>MICROBIO 632</td>
<td>Industrial Microbiology/ Biotechnology</td>
<td>2</td>
</tr>
<tr>
<td>MICROBIO/BIOLUMCHEM 668</td>
<td>Microbiology at Atomic Resolution</td>
<td>3</td>
</tr>
<tr>
<td>MICROBIO 710</td>
<td>Microbial Symbiosis</td>
<td>3</td>
</tr>
<tr>
<td>MICROBIO 875</td>
<td>Special Topics (Topic: Bioinformatics for Microbiologists)</td>
<td>1-4</td>
</tr>
<tr>
<td>M M &amp; I/PATH-BIO 529</td>
<td>Immunology</td>
<td>3</td>
</tr>
<tr>
<td>M M &amp; I/POP HLTH 603</td>
<td>Clinical and Public Health</td>
<td>5</td>
</tr>
<tr>
<td>M M &amp; I/PATH-BIO 790</td>
<td>Immunology of Infectious Disease</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM 601</td>
<td>Protein and Enzyme Structure and Function</td>
<td>2</td>
</tr>
<tr>
<td>BIOCHEM/GENETICS/MD GENET  620</td>
<td>Eukaryotic Molecular Biology</td>
<td>3</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td>4</td>
</tr>
<tr>
<td>ZOOLOGY 430</td>
<td>Comparative Anatomy of Vertebrates</td>
<td>5</td>
</tr>
</tbody>
</table>

Policies

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With permission of the program advisor, up to 8 graduate course credits from another university may be applied toward the credit requirements.

UW–Madison Undergraduate
No credits from the UW–Madison undergraduate degree may count toward the credit requirements.

UW–Madison University Special
No credits from the UW–Madison University Special student career may count toward the credit requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects students to meet with their advisor on a regular basis.

CREDITS PER TERM ALLOWED

15 credits (recommended: only 8–10 credits per semester, or 4–5 credits per summer term)

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.
4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. The department’s goal is to ensure that every student demonstrates understanding of the central principles of microbiology and the necessary skills for a professional career in microbiology.
2. The department’s goal is to ensure that every student demonstrates the ability to articulate and critique the approaches and findings in the microbiology literature.
3. The department’s goal is to ensure that every student demonstrates capability to identify sources, generate, and assemble data or evidence pertaining to questions in microbiology.
4. The department’s goal is to ensure that every student demonstrates effective writing and speaking skills.
5. The department’s goal is to ensure that every student demonstrates personal and professional ethics.

PEOPLE

Faculty: Professors Katrina Forest (Chair), Jean-Michel Ané, Cameron Currie, Timothy Donohue, Richard Gourse, Charles Kaspars, Katherine McMahon, Michael Thomas, Jade (Jue) Wang, Karen Wasserman, Jae-Hyuk Yu; Associate Professors Daniel Amador-Noguez, Briana Burton, Federico Rey, Garret Suen; Assistant Professors Karthik Anantharaman, Kerri Coon, David Hershey, Erica Lois-Wunderlich Majumder. In addition, many faculty members from other departments supervise training of graduate students.

• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)
MICROBIOLOGY, DOCTORAL MINOR

REQUIREMENTS

The minor in microbiology requires 10 credits of courses at the 300 level or above offered by the departments of Medical Microbiology and Immunology (M M & I courses (http://guide.wisc.edu/courses/m_m_i/)) or Bacteriology (MICROBIO courses (http://guide.wisc.edu/courses/microbio/)). At least half of the credits must come from the Microbiology Doctoral Training Program (MDTP) course list (p. 202). At least one member of the student’s thesis committee must be faculty in either the bacteriology or medical microbiology and immunology departments, and will serve as the student’s minor advisor.

PEOPLE

Faculty: Professors Nancy Keller (program director, Medical Microbiology and Immunology), and Garret Suen (vice-director, Bacteriology) lead the current MDTP Steering Committee. For a list of more than 90 participating faculty, see the program website (http://www.microbiology.wisc.edu/) or contact the program office.

MICROBIOLOGY, M.S.

This award is a non-admitting, terminal degree for Ph.D. students in Microbiology (p. 200) who have completed appropriate coursework but leave the program prior to completion of the doctorate degree requirements.

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (p. 200).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

OTHER GRADE REQUIREMENTS

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

ASSESSMENTS AND EXAMINATIONS

Contact the program for information on required assessments and examinations.

LANGUAGE REQUIREMENTS

Contact the program for information on any language requirements.

REQUIRED COURSES

Students can only earn the M.S. in Microbiology on the path to the Ph.D. Please refer to the course requirements for the Ph.D. (p. 202)
POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

For well-prepared advanced students, the program may accept prior graduate coursework from other institutions toward the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison. Coursework earned more than five years prior to admission to the master’s degree may not be used to satisfy requirements.

UW–Madison Undergraduate

For well-prepared advanced students, the program may decide to accept up to 7 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned more than five years prior to admission to the master’s degree may not be used to satisfy requirements.

UW–Madison University Special

The program may decide to accept up to 15 University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned more than five years prior to admission to the master’s degree may not be used to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accompanies advising for the students in the early stages of their studies. A student’s committee is required to have five faculty members, two of which must hold appointments in either Bacteriology or Medical Microbiology and Immunology.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

The MDTP will follow the College of Agricultural and Life Sciences Grievance Policy. For clarity, the MDTP program director, vice-director and/or the program coordinator shall serve as grievance advisors. The grievance advisor will refer complaints to the MDTP Steering Committee.

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.
To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee.
      i. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation.
      i. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
We offer funding to all students in the program through fellowships, trainees and research assistantships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate a scientific understanding of the field of microbiology and/or immunology.
2. Identify and utilize scientific methodologies and practices appropriate to the field of study.
3. Articulate scientific theories, methodologies and research approaches in microbiology and/or immunology.
4. Identify sources and assemble evidence pertaining to questions or challenges in the field of microbiology and/or immunology.
5. Evaluate and synthesize information pertaining to questions or challenges in the field of microbiology and/or immunology.
6. Communicate clearly in ways appropriate to the field of scientific study.
7. Recognize, understand and apply principles of ethical and professional conduct appropriate to the field of study.
8. Understand and apply principles of laboratory safety in the field of study.

PEOPLE

Faculty: Professors Garret Suen (program director, Bacteriology), and JD Sauer (vice-director, Medical Microbiology and Immunology) lead the current MDTP Steering Committee. For a list of more than 90 participating faculty, see the program website (http://www.microbiology.wisc.edu/) or contact the program office.

MICROBIOLOGY, PH.D.

The Department of Bacteriology in the College of Agricultural and Life Sciences and the Department of Medical Microbiology and Immunology in the School of Medicine and Public Health (see separate course listings) administer the interdepartmental microbiology doctoral training program (MDTP). Incoming students have the opportunity to do laboratory rotations with any of the primary faculty, affiliate faculty, and trainers from multiple departments. This group includes more than 90 faculty members in numerous departments and programs involved in microbiology research and graduate training. In addition to this breadth of opportunities in microbiology research training, the program also encompasses graduate courses offered by both departments. Please
refer to the separate Microbiology listing in this catalog for more detailed information, or visit the program website.

The Ph.D. program prepares graduates for research and teaching positions in universities and colleges, for industry or government, and for clinical microbiology. Research emphasis includes, but is not limited to, prokaryotic (bacteria and archaea), viral and lower eukaryotic systems (fungi, oomycetes, and parasites); antibiotics and antibiotic resistance, biofilm formation; bioinformatics and computational biology; biotechnology and industrial microbiology, including biofuels; cell–cell signaling; cell motility and chemotaxis; DNA, including nucleic acid synthesis, DNA replication and recombination; food microbiology; fungal development, pathogenesis, and metabolism; gene expression and its regulation; immunology; microbial physiology and metabolism; macrophage activation and other cell immune systems; mechanisms of microbial persistence; mechanisms of pathogenesis; microbial cell division; microbial ecology; microbial microbiota and metagenomics; nitrogen fixation; quorum sensing; RNA, including molecular structure–function relationships of transfer RNA, small RNAs, RNA polymerase, and other components of transcription and translation; secondary metabolism; structural microbiology; symbioses, including host–microbe symbioses, plant–microbial interactions, animal–microbial interactions, microbe–microbe interactions; and virology, including host–virus interactions. Dissertation research emphasizes creative and innovative problem-solving using basic knowledge acquired through scientific interactions and collaborations in addition to a thorough understanding of the scientific literature.

In order to better train MDTP students for microbiology-related professions, students need a chance to gain knowledge and experience not just in academic research, but also in other fields where their microbiology education may be put to good use.

The professional development options encompass many professional development opportunities for MDTP students beyond academic research and teaching. Opportunities for professional development can consist of course work, an internship, a summer workshop, outreach experiences, or a second teaching-practicum experience.

DOUBLE DEGREE

Students may complete a double Ph.D. degree in MDTP and another program on campus under the following conditions. The student must apply for admission to MDTP by the program’s yearly deadline and be admitted using the same criteria applied to other applicants. The student must complete all requirements of the MDTP in addition to the requirements for the other program sponsoring the double degree. The student must pass a different preliminary examination in each program. The student’s dissertation committee and preliminary examination must adhere to MDTP guidelines. The Ph.D. advisor must be a trainer in the MDTP. A significant portion of the student’s dissertation research must be completed in the laboratory of the Ph.D. advisor. The student’s program, including any deviations, must be approved by the steering committee.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Admission to MDTP is highly competitive. To qualify for admission to the microbiology program, an applicant should have a bachelor’s degree from an accredited institution with a GPA of at least 3.0 (on a 4.0 scale) that includes two semesters of biology (can include microbiology); one semester of genetics; four semesters of chemistry, including two semesters of organic chemistry with lab component; one semester of biochemistry; one semester of physics; and two semesters of calculus or one semester of calculus and one semester of statistics. Deficiencies in excess of 6 semester credits should be removed before enrollment. An online application must be accompanied by a thoughtful essay, strong letters of recommendation from three persons who are familiar with the applicant’s academic ability and who can assess the applicant’s potential for a research career, transcripts from all undergraduate and graduate institutions attended, and an academic resume or CV.

Previous research experience is strongly recommended. Students whose undergraduate degree was obtained in an institution in which English was not the primary language of instruction must provide evidence of English proficiency by taking the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) exam.

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Research assistantships are available for most students from department and college-level funding sources or from competitive fellowship and traineeship awards, with continued support contingent upon adequate progress in classes and research. Applicants with outstanding records will be nominated for special fellowships or for traineeships on one of several NIH training grants awarded to UW–Madison.
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

**Minimum Credit Requirement**

51 credits

**Minimum Residence Credit Requirement**

32 credits

**Minimum Graduate Coursework Requirement**

Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle.html).

**Overall Graduate GPA Requirement**

3.00 GPA required.

**Other Grade Requirements**

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements

None.

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a minor.

Students in MDTM may fulfill the minor requirement under either Option A: a full minor in a single department outside the major (e.g., Biochemistry, Genetics, Population Health) with at least 10 credits, or Option B: a distributed minor between two or more departments with a total of 10 credits. M M & I and MICROBIO courses can be used for minor credit rather than major credit in the Option B minor. Coursework to fulfill major and minor requirements must be reviewed and approved by student’s thesis committee.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MICROBIO 810</td>
<td>Current Issues in Microbiology</td>
<td>10</td>
</tr>
<tr>
<td>MICROBIO 811</td>
<td>Advanced Problems in Microbiology</td>
<td></td>
</tr>
</tbody>
</table>

At least three courses must come from the following list:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENETICS 885</td>
<td>Advanced Genomic and Proteomic Analysis</td>
</tr>
<tr>
<td>MICROBIO 526</td>
<td>Physiology of Microorganisms</td>
</tr>
<tr>
<td>MICROBIO 607</td>
<td>Advanced Microbial Genetics</td>
</tr>
<tr>
<td>MICROBIO/BIOCHEM/GENETICS 612</td>
<td>Prokaryotic Molecular Biology</td>
</tr>
<tr>
<td>ONCOLOGY/PL PATH 640</td>
<td>General Virology-Multiplication of Viruses</td>
</tr>
<tr>
<td>PL PATH/BOTANY/GENETICS/M M &amp; I 655</td>
<td>Biology and Genetics of Fungi</td>
</tr>
<tr>
<td>MICROBIO 657</td>
<td>Bioinformatics for Microbiologists</td>
</tr>
<tr>
<td>MICROBIO/BMOLCHEM 668</td>
<td>Microbiology at Atomic Resolution</td>
</tr>
<tr>
<td>MICROBIO 710</td>
<td>Microbial Symbiosis</td>
</tr>
<tr>
<td>M M &amp; I 740</td>
<td>Mechanisms of Microbial Pathogenesis</td>
</tr>
<tr>
<td>MICROBIO 875</td>
<td>Special Topics</td>
</tr>
</tbody>
</table>

Seminar Requirement

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MICROBIO 731</td>
<td>Seminar</td>
<td>6</td>
</tr>
<tr>
<td>or M M &amp; I 1901</td>
<td>Seminar</td>
<td></td>
</tr>
</tbody>
</table>

Minor

The remaining credits may be other MICROBIO or M M & I courses approved by the Advising Committee or your thesis committee, excluding research, directed study, seminar or journal club course except as approved by the Steering Committee.

Research Credits
Students complete enough credits of 990 to meet the total minimum credit requirement. Credits of 990 in subjects outside of MICROBIO and M M & I are acceptable with advisor approval.

<table>
<thead>
<tr>
<th>M M &amp; I 990</th>
<th>Research and Thesis</th>
</tr>
</thead>
<tbody>
<tr>
<td>or MICROBIO 99 Research</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits 51

1 Students must enroll for the MDTP (MICROBIO 731 Seminar or M M & I 901 Seminar) seminar during their first three years. Students are expected to present during their third year when enrolled in the seminar as well as in their fourth year of the program, although they may not be enrolled.

Rotation Requirement
Incoming students are required to rotate in a minimum of three research labs. Students who are directly admitted into a lab are exempt from this rotation requirement.

Professional Development Requirement
Professional Development is a required part of the MDTP curriculum. Students are required to perform a second semester of teaching practicum, carry out an internship for as long as one semester, take at least 2 credits of coursework from the list of approved classes or through the Delta Program, or perform other professional development activities equivalent to 2 semester hours of coursework as judged by the thesis committee. The thesis committee must give approval for the student to participate in the chosen professional development activity. Thesis committees will also determine if each student has met the requirement. Students should complete the professional development requirement by the end of the fourth year.

Options for completing Professional Development requirement:
Courses. The Graduate School has agreed to allow MDTP dissertator students to enroll in courses from a limited list of classes appropriate for professional development of MDTP students. Students would take one or two courses in an area of interest after they become dissertators. Additional courses may be added to this list if they are appropriate for MDTP students and are approved for this purpose by the Graduate School.

Teaching Practicum. A second semester of teaching practicum may be the most appropriate training for students that seek a career in academic research and teaching. If students do not arrange for other professional development activities, the default professional development training would be a second semester of teaching in a teaching practicum.

The Delta Program. MDTP students interested in teaching as a career can participate in the Delta Program, allowing students to take classes and gain experience in teaching. Successful students are granted a certificate from the Delta Program, and this achievement and experience likely make the students more attractive for teaching positions.

Summer courses or workshops. For students most interested in continuing in academic research, one or more summer courses or workshops may be the most appropriate training. Examples of such courses are those that cover research areas or methods or scientific writing or grant preparation.

Internship. As an alternative to class work or a second semester of teaching practicum, MDTP students could participate in an internship with a business or other organization. Students doing internships would have to arrange to be paid through the organization, and they would not be paid by their advisors while away from their research.

Teaching Practicum Requirement
All MDTP students are required to complete a Teaching Practicum. This Teaching Practicum is usually completed during the second year. Students choose from a list of courses and work with faculty delivering instruction in a lecture or lab setting.

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, up to 9 credits of coursework may be accepted from other graduate institutions. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
For well-prepared advanced students, the program may decide to accept up to 6 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special
The program may decide to accept up to 9 University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is
assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis. A committee often accomplishes advising for the students in the early stages of their studies. A student’s committee is required to have five faculty members, two of which must hold appointments in either Bacteriology or Medical Microbiology and Immunology.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

The MDTP will follow the College of Agricultural and Life Sciences Grievance Policy. For clarity, the MDTP program director, vice-director and/or the program coordinator shall serve as grievance advisors. The grievance advisor will refer complaints to the MDTP Steering Committee.

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will...
investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
We offer funding to all students in the program through fellowships, trainees and research assistantships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

In order to better train MDTP students for microbiology-related professions, students need a chance to gain knowledge and experience not just in academic research, but also in other fields where their microbiology education may be put to good use. Opportunities for professional development can consist of coursework, an internship, a summer workshop, outreach experiences, or a second teaching practicum experience. Professional Development plans must be approved by a student’s thesis committee. Please see requirements (p. 205) for more information.

LEARNING OUTCOMES

1. Gain a broad understanding of the microbiology principles that underlie all biological processes.
2. Articulate, discuss and define limits to the theory and knowledge in microbiology.
3. Think critically to address research challenges using a broad range of the theories, research methods, and approaches to scientific inquiry.
4. Communicate complex ideas in a clear and understandable manner.
5. Collaborate with investigators within the program, university, and beyond to advance the science of microbiology.
6. Foster professional and ethical conduct in the sciences.
7. Ethical design of experimental protocols.
8. Reproducibility of experimental results.
9. Professional behavior in industrial, government and academic settings.
10. Develop communication skills that enable the articulation of research to fellow scientists and non-scientists.
11. Develop teaching and mentoring skills in both lecture and laboratory settings.
12. Explore career development opportunities in industry, government, academia and private industry to realize professional goals.

BIOCHEMISTRY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Biochemistry, Doctoral Minor (p. 205)
- Biochemistry, M.S. (p. 206)
- Biochemistry, Ph.D. (p. 209)

BIOCHEMISTRY, DOCTORAL MINOR

Biochemistry is the study of biological molecules, their roles in the cell, and the chemistry of their reactions in living systems. The Integrated Program in Biochemistry (IPiB) is the merged graduate program between the Department of Biochemistry (in the College of Agricultural and Life Sciences) and the Department of Biomolecular Chemistry (in the School of Medicine and Public Health). The program trains the next generation of biochemists and prepares them for 21st century challenges in science.

ADMISSIONS

Candidates should have an undergraduate degree in biochemistry, chemistry, physics, or one of the biological or medical sciences. A minimum GPA of 3.0 (on a 4.0 scale) is required. In addition to meeting the general requirements of the Graduate School, coursework in biochemistry, physics, organic chemistry, and physical chemistry is required. The student can make up any course deficiencies during the first two years of graduate study.
A student must identify a member of the IPiB faculty to serve as the minor advisor. The minor advisor will advise the student on his or her minor program, and serve as a member of the student's thesis committee.

**REQUIREMENTS**

For a minor in biochemistry, a Ph.D. candidate must complete a required course series and earn a total of 16 graduate-level credits in advanced biochemistry courses (600 level or above).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Biochemistry Course Requirements</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Students must complete Series 1 or Series 2:</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Series 1</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 507</td>
<td>General Biochemistry I</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM 508</td>
<td>General Biochemistry II</td>
<td>3-4</td>
</tr>
<tr>
<td><strong>Series 2</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A total of 6 credits selected from 600- / 700- level courses with approval of the ECC</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Additional Biochemistry Courses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional courses to bring the credit total to 16 are selected from advanced biochemistry courses (600 level or above).</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1 Students with good preparation in chemistry will preferably select courses from Series 2 to meet this General Biochemistry Course Requirement.

**PEOPLE**

**Faculty:** Professors B. Fox (Chair, Department of Biochemistry), Kiley (Chair, Department of Biomolecular Chemistry), Amasino, Attie, Audhya, Bednarek, Brow, Buller, Butcher, Cantor, Cavagnero, Coon, Cox, Coyle, Craciun, Craig, Denu, Engin, C. Fox, Friesen, Gellman, Grant, Harrison, Henzler-Wildman, Hess, Holden, Hoskins, Hull, Keck, Kimble, Kirchdoerfer, Landick, Lewis, Lim, Martin, Merrins, Mosher, Ntambi, Palmenberg, Pike, Ralph, Raman, Rayment, Record, Rienstra, Romero, Senes, Sheets, Simcox, Sussman, Venturelli, Weeks, Wickens, Wildonger, Wright

**Biochemistry, M.S.**

Biochemistry is the study of biological molecules, their roles in the cell, and the chemistry of their reactions in living systems. The Integrated Program in Biochemistry (IPiB) is the merged graduate program between the Department of Biochemistry (in the College of Agricultural and Life Sciences) and the Department of Biomolecular Chemistry (in the School of Medicine and Public Health). The program trains the next generation of biochemists and prepares them for 21st century challenges in science. IPiB offers a Ph.D. degree with a major in biochemistry. Although an M.S. degree is officially offered, students are not admitted for a terminal master's degree.

From atoms and cells to plants and animals, biochemistry research in IPiB is at the forefront of modern science. We are home to around 100 graduate students and 55 world-class faculty pursuing cutting-edge research in all areas of biochemistry, including: cell and developmental biology, chemical biology, endocrinology, enzymology, immunology, metabolism, molecular genetics, molecular medicine, physical biochemistry and biophysics, quantitative biology, structural biology, systems and synthetic biology, and virology. The program teaches critical thinking skills, applicable to a wide range of professional fields that students pursue after graduation.

The size and breadth of IPiB provide unique opportunities for graduate students who want to pursue a degree in one of the top biochemistry graduate programs in the nation. Our modern facilities are filled with labs carrying out groundbreaking research in a collaborative, friendly, and inspirational atmosphere. Welcome to IPiB and we hope that you can share our enthusiasm for the biochemical sciences!

**DUAL DEGREES**

The program participates with the School of Medicine and Public Health in offering a joint program for students wishing to complete both the M.D. and Ph.D. degrees. The basic prerequisites and degree requirements for the Ph.D. in the M.D./Ph.D. program are identical to those for the major in biochemistry with two exceptions: M.D./Ph.D students complete one semester of graduate teaching assistance (instead of two), and students’ M.D. coursework counts toward three credits of biological sciences breadth (a total of six breadth credits is required, leaving the student to fulfill at least three credits of physical or quantitative breadth). For the prerequisites and degree requirements for the M.D. degree, as well as the online application form, see Medical Scientist Training Program (http://mstp.med.wisc.edu/).

**REQUIREMENTS**

This master's program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (p. 209).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

IPiB students receive a full stipend (https://ipib.wisc.edu/education/financial-support/) as well as tuition remission and comprehensive health insurance. The stipends take the form of traineeships, research assistantships, or fellowships, and are guaranteed for all IPiB Ph.D. candidates in good academic standing and making satisfactory research progress. IPiB also assists its graduate students with outstanding academic records in competing for University or national awards.
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

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MAJOR REQUIREMENTS

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CURRICULAR REQUIREMENTS

Requirements Detail

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<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>48 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>42 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>All coursework must be completed graduate-level course work; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
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<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Upon completion of the Graduate School's and IPiB's minimum requirements for a master's degree, whether to confer the degree is up to the student's thesis advisor.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>BIOCHEM 719</td>
<td>From Atoms to Molecules</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM/ BMOLCHEM 701</td>
<td>Professional Responsibility</td>
<td>1</td>
</tr>
<tr>
<td>BMOLCHEM 720</td>
<td>Experimental Design and Paradigms in Cellular Biochemistry and Molecular Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM 721</td>
<td>Biochemical Communication</td>
<td>2</td>
</tr>
<tr>
<td>BIOCHEM 990</td>
<td>Research</td>
<td>Varies</td>
</tr>
</tbody>
</table>

Seminars

M.S. candidates must have successfully completed at least one semester in one of the following advanced seminars per year of graduate study.

- Any 900-level BIOCHEM or BMOLCHEM Seminar
- BIOCHEM 729 Advanced Topics (IPiB Seminar, Practicum in Undergraduate Teaching, or Responsible Conduct of Research)
- BIOCHEM/ CHEM 872 Selected Topics in Macromolecular and Biophysical Chemistry
- BMOLCHEM 675 Advanced or Special Topics in Biomolecular Chemistry
- B M E 780 Methods in Quantitative Biology
- BOTANY 950 Seminar-Plant Ecology
- LSC 875 Special Topics
- NEURODPT 675 Selected Topics in Physiology (Ion Channels Seminar)
- NUTR SCI 931 Seminar-Nutrition
- PL PATH/ BOTANY 930 Seminar-Mycology

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

For well-prepared advanced students, the Program may accept up to 6 credits of prior graduate coursework from other institutions towards the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
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- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

### College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
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within 20 working days from the date of receipt of the written complaint.

c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.

d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee will seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER

Students may matriculate only in the fall semester, and a master's degree is not offered as a terminal degree.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Gain a broad understanding of the biochemical principles that underlie all biological processes.

2. Become aware of the current limitations of the state of understanding of this discipline and the strategies that are required to advance the field.

3. Formulate and design new approaches that extend and apply biochemical principles beyond their current boundaries.

4. Explore career development opportunities in industry, government and academia to realize professional goals and paths.

5. Develop teaching and mentoring skills in both lecture and laboratory settings.

6. Foster professional and ethical conduct in the sciences, including but not limited to: exposition of the scientific method; ethical design of experimental protocols; reproducibility in science; professional behavior in industrial, government, and academic settings; documentation of scientific results; communication to other scientists and the public; peer review; and confidentiality.

PEOPLE

Faculty: Professors B. Fox (Chair, Department of Biochemistry), Kiley (Chair, Department of Biomolecular Chemistry), Amasino, Attie, Audhya, Bednarek, Brow, Buller, Butcher, Cantor, Cavagnero, Coon, Cox, Coyle, Craciun, Craig, Denu, Engin, C. Fox, Friesen, Gellman, Grant, Harrison, Henzler-Wildman, Hess, Holden, Hoskins, Hull, Keck, Kimble, Kirchdoerfer, Landick, Lewis, Lim, Martin, Merrins, Mosher, Ntambi, Palmenberg, Pike, Ralph, Raman, Rayment, Record, Rienstra, Romero, Senes, Sheets, Simcox, Sussman, Venturelli, Weeks, Wickens, Wildonger, Wright

BIOCHEMISTRY, PH.D.

Biochemistry is the study of molecular structures, their roles in the cell, and the chemistry of their reactions in living systems. The Integrated Program in Biochemistry (IPiB) is the merged graduate program between the Department of Biochemistry (in the College of Agricultural and Life Sciences) and the Department of Biomolecular Chemistry (in the School of Medicine and Public Health). The program trains the next generation of biochemists and prepares them for 21st Century challenges in science. IPiB offers a Ph.D. degree with a major in biochemistry. Although an M.S. degree is officially offered, students are not admitted for a terminal master's degree.

From atoms and cells to plants and animals, biochemistry research in IPiB is at the forefront of modern science. We are home to around 100 graduate students and 55 world-class faculty pursuing cutting-edge research in all areas of biochemistry, including: cell and developmental biology, chemical biology, endocrinology, enzymology, immunology, metabolism, molecular genetics, molecular medicine, physical biochemistry and biophysics, quantitative biology, structural biology, systems and synthetic biology, and virology. The program teaches critical thinking skills, applicable to a wide range of professional fields that students pursue after graduation.

The size and breadth of IPiB provide unique opportunities for graduate students who want to pursue a degree in one of the top biochemistry graduate programs in the nation. Our modern facilities are filled with labs carrying out groundbreaking research in a collaborative, friendly, and inspirational atmosphere. Welcome to IPiB and we hope that you can share our enthusiasm for the biochemical sciences!

DUAL DEGREES

The program participates with the School of Medicine and Public Health in offering a joint program for students wishing to complete both the M.D. and Ph.D. degrees. The basic prerequisites and degree requirements for the Ph.D. in the M.D./Ph.D. program are identical to those for the major in biochemistry with two exceptions: M.D./Ph.D. students complete one semester of graduate teaching assistance (instead of two), and students’ M.D. coursework counts toward three credits of biological sciences breadth (a total of six breadth credits is required, leaving the student to fulfill at least three credits of physical or quantitative breadth). For the prerequisites and degree requirements for the M.D. degree, as well as the
online application form, see Medical Scientist Training Program (http://mstp.med.wisc.edu/).

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record</td>
<td>Not required.</td>
</tr>
<tr>
<td>Examinations)</td>
<td></td>
</tr>
<tr>
<td>English Proficiency</td>
<td>Every applicant whose native language is not</td>
</tr>
<tr>
<td>Test</td>
<td>English or whose undergraduate instruction was</td>
</tr>
<tr>
<td></td>
<td>not in English must provide an English proficiency</td>
</tr>
<tr>
<td></td>
<td>test score and meet the Graduate School minimum</td>
</tr>
<tr>
<td></td>
<td>requirements (<a href="https://grad.wisc.edu/apply/">https://grad.wisc.edu/apply/</a></td>
</tr>
<tr>
<td></td>
<td>requirements/#english-proficiency).</td>
</tr>
<tr>
<td>Other Test(s) (e.g.,</td>
<td>n/a</td>
</tr>
<tr>
<td>GMAT, MCAT)</td>
<td></td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

To qualify for admission to IPiB, an applicant must complete a bachelor’s degree at a recognized, accredited college or university. The basic background for graduate study in biochemistry ordinarily would be provided by an undergraduate degree in biochemistry, chemistry, physics, or in one of the biological or medical sciences. The Admission Committee assesses a candidate’s potential for success in the IPiB program by taking all aspects of their application into consideration. Most successful applicants have completed a rigorous undergraduate curriculum that includes courses in biology, chemistry, physics, and math. Most have also had a substantive laboratory experience that demonstrates commitment and talent for research. The applicant’s undergraduate grade point average must be at least 3.0 (4.0 scale). For more information, please visit the Prospective Students (https://ipib.wisc.edu/p_students.php) tab on the IPiB website.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

IPiB students receive a full stipend (https://ipib.wisc.edu/education financial-support/) as well as tuition remission and comprehensive health insurance. The stipends take the form of traineeships, research assistantships, or fellowships, and are guaranteed for all IPiB Ph.D. candidates in good academic standing and making satisfactory research progress. IPiB also assists its graduate students with outstanding academic records in competing for University or national awards.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>54 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>42 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>All coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>
Other Grade Requirements
The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations
Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements
n/a

Doctoral Minor/Breadth Requirements
Doctoral students must complete IPiB’s required coursework plus a minimum of 6 credits of approved breadth coursework in the physical, biological, and/or quantitative sciences. Students who opt for the Option A (focused) doctoral minor must complete IPiB’s required coursework, the minor requirements of the minor program, and a minimum of 6 credits of approved breadth coursework in the physical, biological, and/or quantitative sciences.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program Course Requirements</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/ BMOLCHEM 701</td>
<td>Professional Responsibility (taken Fall of first year)</td>
<td>1</td>
</tr>
<tr>
<td>BIOCHEM 719</td>
<td>From Atoms to Molecules (taken Fall of first year)</td>
<td>3</td>
</tr>
<tr>
<td>BMOLCHEM 720</td>
<td>Experimental Design and Paradigms in Cellular Biochemistry and Molecular Biology (taken Spring of first year)</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM 721</td>
<td>Biochemical Communication (taken Fall of second year)</td>
<td>2</td>
</tr>
<tr>
<td>BIOCHEM 990</td>
<td>Research</td>
<td>1-12</td>
</tr>
<tr>
<td><strong>Breadth Requirements</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Students must complete a minimum of two additional graduate level (600 or above or that carry the graduate attribute) didactic or laboratory courses in order to fulfill their breadth requirements, and a minimum of 6 total credits is required. Courses must be chosen from at least 2 of the following categories: physical sciences, biological sciences, or quantitative sciences. One-credit seminars do not count toward the breadth requirements.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/ NUTR SCI 510</td>
<td>Nutritional Biochemistry and Metabolism</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 570</td>
<td>Computational Modeling of Biological Systems</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/ M M &amp; I 575</td>
<td>Biology of Viruses</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 601</td>
<td>Protein and Enzyme Structure and Function</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 606</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/B M I/ BMOLCHEM/ MATH 609</td>
<td>Mathematical Methods for Systems Biology</td>
<td></td>
</tr>
</tbody>
</table>

**Seminar Requirement**
PhD students must successfully complete at least five semesters of advanced seminars from the following list:

- Any 900-level BIOCHEM or BMOLCHEM Seminar
- BIOCHEM 729 Advanced Topics (Membrane Protein Structure and Function (Advanced))
- BIOCHEM/ CHEM 872 Advanced Topics (IPiB Seminar, Practicum in Undergraduate Teaching, or Responsible Conduct of Research)
- BMOLCHEM 675 Advanced or Special Topics in Biomolecular Chemistry
- B M E 780 Methods in Quantitative Biology
- BOTANY 950 Seminar-Plant Ecology
- LSC 875 Special Topics
- NEURODPT 675 Selected Topics in Physiology (Ion Channels Seminar)
- NUTR SCI 931 Seminar-Nutrition
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**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**
For well-prepared advanced students, the Program may accept up to 6 credits of prior graduate coursework from other institutions towards the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison.

**UW–Madison Undergraduate**
No credits from a UW–Madison undergraduate degree are allowed to count toward the graduate degree.

**UW–Madison University Special**
No credits taken as a University Special student are allowed to count toward the graduate degree.

**PROBATION**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**
Every graduate student must have an IPiB faculty thesis advisor. The thesis advisor advises the student about coursework, supervises the student’s research, and acts as a mentor to the student through the student’s graduate career. The thesis advisor must approve the student’s coursework before registration for a given semester and must also approve any subsequent changes to it.

A Ph.D. thesis committee is composed of at least four graduate University faculty members, including the thesis advisor. The thesis committee is empowered by the Program to advise the student about certification, administer the preliminary examination, oversee annual progress reports, approve thesis composition, and conduct the final Ph.D. examination.

**CREDITS PER TERM ALLOWED**
12 credits in Fall and Spring semesters and 2 credits in Summer semesters for non-dissertators; 3 credits in Fall, Spring, and Summer semesters for dissertators

**TIME CONSTRAINTS**
Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosu.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosu.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post doctoral students, faculty and staff)
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1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

5. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.

6. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.

7. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed, the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

Other

All students, both US and international, receive an annual stipend and tuition remission for the duration of their studies, provided satisfactory progress is made toward their degree. Comprehensive medical coverage is also offered. In addition, some of our students are supported on fellowships or training grants. Students are chosen based on criteria specified by the different training grants.

Professors B. Fox (Chair, Department of Biochemistry), Kiley (Chair, Department of Biomolecular Chemistry), Amasino, Attie, Audhya, Bednarek, Brow, Buller, Butcher, Cantor, Cavagnero, Coon, Cox, Coyle, Craciun, Craig, Denu, Engin, C. Fox, Friesen, Gelman, Grant, Harrison, Henzler-Wildman, Hess, Holdens, Hoskins, Hull, Keck, Kimble, Kirchofer, Landick, Lewis, Lim, Martin, Merrins, Mosher, Nambela, Palmenberg, Pike, Ralph, Raman, Raymond, Record, Rienstra, Romero, Senes, Sheets, Simcox, Sussman, Venturelli, Weeks, Wickens, Wildonger, Wright

Graduate School Resources

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

Learning Outcomes

1. Gain a broad understanding of the biochemical principles that underlie all biological processes.
2. Become aware of the current limitations of the state of understanding of this discipline and the strategies that are required to advance the field.
3. Formulate and design new approaches that extend and apply biochemical principles beyond their current boundaries.
5. Think critically to address research challenges using a broad range of the theories, research methods, and approaches to scientific inquiry.
6. Collaborate with investigators within the program, university, and beyond since current and future advances in the biomolecular sciences demand interdisciplinary skills.
7. Foster professional and ethical conduct in the sciences, including but not limited to: exposition of the scientific method; ethical design of experimental protocols; reproducibility in science; professional behavior in industrial, government, and academic settings; documentation of scientific results; communication to other scientists and the public; peer review; and confidentiality.
8. Develop communications skills that enable the articulation of research to fellow scientists and non-scientists.
9. Explore career development opportunities in industry, government and academia to realize professional goals and paths.
10. Develop teaching and mentoring skills in both lecture and laboratory settings.

People

Faculty: Professors B. Fox (Chair, Department of Biochemistry), Kiley (Chair, Department of Biomolecular Chemistry), Amasino, Attie, Audhya, Bednarek, Brow, Buller, Butcher, Cantor, Cavagnero, Coon, Cox, Coyle, Craciun, Craig, Denu, Engin, C. Fox, Friesen, Gelman, Grant, Harrison, Henzler-Wildman, Hess, Holdens, Hoskins, Hull, Keck, Kimble, Kirchofer, Landick, Lewis, Lim, Martin, Merrins, Mosher, Nambela, Palmenberg, Pike, Ralph, Raman, Raymond, Record, Rienstra, Romero, Senes, Sheets, Simcox, Sussman, Venturelli, Weeks, Wickens, Wildonger, Wright
BIOLOGICAL SYSTEMS ENGINEERING

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Biological Systems Engineering, M.S. (p. 215)
- Biological Systems Engineering, Ph.D. (p. 219)

PEOPLE

Professor Robert Anex
Biological systems analysis and assessment; life cycle assessment; techno-economic analysis

Professor Christopher Choi
Heat and mass transfer and computational fluid dynamics (CFD); Controlled environments – livestock housing and greenhouse; water distribution system modeling and water quality; experimental methods, data acquisition, and systems optimization in biological systems

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Biological waste; manure management; handling and treatment of agricultural and food processing waste; agricultural sustainability; land application of various waste streams, including runoff and leaching; waste-to-energy technologies, including biogas production from anaerobic digestion; composting

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Development of innovative biorefining process for producing energy, fuels, chemicals, and materials from renewable resources (biomass) with specific research interests in pretreatment and fractionation of lignocellulosic biomass for bioconversion to chemicals and fuels; enzymatic and non-enzymatic saccharification of cellulose and lignocellulose; catalytic conversion of lignocellulose to drop-in hydrocarbon fuel; platform chemicals from biomass; functional materials from cellulose, lignin, hemicellulose, and extractives.

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Biomechanics of machine milking; sustainable development of bio-energy systems; renewable energy technology and policy; biosensors for milk quality analysis; effects of the electrical environment on farm animals; integral thought and philosophy

Associate Professor and Department Chair Troy Runge
Bioenergy – biomass composition impact on bioprocessing systems, including anaerobic digestion, combustion, gasification, and catalysis; Biomaterials – pulp, paper, bio-based chemicals, cellulose composites and nonwoven structures

Professor Kevin Shinners
Engineering aspects of systems to cut, dry, harvest, package, store, fractionate and process biological plant material to be used as ruminant animal feed or as a biomass feedstock for production of bio-energy and bio-products; sensors and sensor systems to measure machine performance and crop material properties for Precision Farming systems as applied to hay, forage, and bio-mass crops

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Safety engineering and education related to occupational and public health hazards in agricultural and food systems; multidisciplinary approaches for solving complex risk-related problems; design and evaluation of sensors and control systems to mitigate environmental and machine risks; risk communication methods and limitations.

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Professor Mark Etzel, Dept. of Food Science
Professor Awad Hanna, Dept. of Civil Engineering
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Graduate work in the Department of Biological Systems Engineering (BSE) leads to the master of science and doctor of philosophy degrees. Graduates of the program help fill the need for highly educated engineers in industry, consulting firms, government agencies, and educational institutions.

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</tr>
<tr>
<td>GMAT, MCAT)</td>
<td></td>
</tr>
</tbody>
</table>

Letters of Recommendation Required

The department requires that students have a strong engineering background for admission to its graduate program. Most applicants have a bachelor of science degree from an ABET/EAC–accredited engineering program or an engineering undergraduate degree from an international institution. Applicants who do not have a bachelor of science degree from an ABET/EAC–accredited engineering program may be admitted with a stipulation that they complete supplemental work. Contact the department for details concerning additional requirements. Applicants are evaluated based on their academic record and educational objectives and letters of reference.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

<table>
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<th>Requirements Detail</th>
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<tr>
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<td>30</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>At least 50% of credits applied toward the graduate degree credit requirement must be in graduate level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Graduate students in BSE must maintain a minimum overall B average (3.0 GPA) during their graduate studies. Seminars, research, or other special problems credits may not be used to offset BC or C grades. No grade below a C will be accepted for fulfilling course work requirements for the degree</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>All students must complete a graduation checklist and be certified by the GIRC before taking their final oral examination.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>n/a</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

**Thesis Track**

If your objective is to pursue a Ph.D. degree and/or research-oriented career, you are strongly encouraged to select the thesis option.

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<tr>
<th>Code</th>
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<th>Credits</th>
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</thead>
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<tr>
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<td>Total Credits</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>Letter-graded UW-Madison course credits</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>Independent study credits</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Graduate seminar credits</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Biological Systems Engineering course credits</td>
<td>8</td>
</tr>
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</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Not including course credits taken to satisfy admission requirements.

3 At least six credits must be from coursework at the 500-level and above in science/engineering classes; can include up to six credits of science/engineering classes taken at 400-level and above as UW-Madison undergraduate.

4 For the two required graduate seminar credits, students typically take BSE 900 Seminar and BSE 901 Graduate Research Seminar.

**Non-Thesis Track**

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2 Not including course credits taken to satisfy admission requirements.

3 At least six credits must be from coursework at the 500-level and above in science/engineering classes; can include up to six credits of science/engineering classes taken at 400-level and above as UW-Madison undergraduate.

4 For the two required graduate seminar credits, students typically take BSE 900 Seminar and BSE 901 Graduate Research Seminar.

OTHER REQUIREMENTS

Both thesis and non-thesis option students should select a committee of three faculty members in consultation with their major professors. For thesis option students, at least one of the committee members should be from another department. All students must present their research results at an oral final examination to the committee. All BSE graduate students are required to take BSE 900 Seminar within the first three semesters (offered fall semester only). All BSE graduate students are required and should take BSE 901 Graduate Research Seminar within the last two full semesters (offered spring semester only) of their graduation. Graduate students should register for an appropriate number of credits of BSE 990 Research. If the student's progress is satisfactory, the student will receive a grade of P (progress) for each semester of BSE 990 until the final semester. At that time all of these credits will be given an S (satisfactory) grade by the major professor.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With approval of the Graduate Research and Instructions Committee, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.
**UW–Madison Undergraduate**

Students may count up to 6 credits of coursework 400-level and above from a UW–Madison undergraduate degree toward the degree. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With approval of the Graduate Research and Instructions Committee, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**GRIEVAANCES AND APPEALS**

Coursework may not count toward Graduate School credit requirements. Completed prior to their absence for meeting program requirements; that absence. Individual programs may count the coursework students consecutive years lose all credits that they have earned before their Master's degree students who have been absent for five or more years prior to admission.

**TIME CONSTRAINTS**

CREDITS PER TERM ALLOWED

12 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**College of Agricultural and Life Sciences: Grievance Policy**

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date they are informed of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision
within 20 working days from the date of receipt of the written complaint.

c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.

d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
Funding decisions are made by faculty supervisors of the admitted students based on the funding availability and project need.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
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LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in the field of study.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of study.
3. Demonstrates understanding of the primary field of study in a historical, social, or global context.
4. Selects and/or utilizes the most appropriate methodologies and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in the field of study.

6. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

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</tbody>
</table>

The department requires that students have a strong engineering background for admission to its graduate program. Most applicants have a bachelor of science degree from an ABET/EAC–accredited engineering program or an engineering undergraduate degree from an international institution. Applicants who do not have a bachelor of science degree from an ABET/EAC–accredited engineering program may be admitted with a stipulation that they complete supplemental work. Contact the department for details concerning additional requirements. Applicants
are evaluated based on their academic record and educational objectives and letters of reference.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

Requirements Detail

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>72 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>At least 50% of credits applied toward the graduate degree credit requirement must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Graduate GPA Requirement</td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Graduate students in BSE must maintain a minimum overall B average (3.0 GPA) during their graduate studies. Seminars, research, or other special problems credits may not be used to offset BC or C grades. No grade below a C will be accepted for fulfilling course work requirements for the degree.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>n/a</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>Doctoral students must complete a doctoral minor.</td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSE 900</td>
<td>Seminar</td>
<td>1</td>
</tr>
<tr>
<td>BSE 901</td>
<td>Graduate Research Seminar</td>
<td>1</td>
</tr>
<tr>
<td>BSE 990</td>
<td>Research (Thesis)</td>
<td>1-12</td>
</tr>
<tr>
<td>E P D 654</td>
<td>Teaching in Science and Engineering</td>
<td></td>
</tr>
<tr>
<td>BSE 799</td>
<td>Practicum in Agricultural Engineering Teaching</td>
<td></td>
</tr>
</tbody>
</table>

**Footnotes**

1. At least 36 of the course credits must be taken in physical sciences. At least 9 credits must be from the 600 to 800 level classes from an engineering department and/or comparable technical area. All course credits need to be taken as a letter grade unless course is only offered for credit/no credit. Credit/no credit courses must get prior approval from advisor. Only 1 credit/no credit of the 9 credits can be used to fulfill your credits from 600- to 800-level classes.

2. All graduate students are required to register for one credit of BSE 900 Seminar (only offered fall semesters) within the first three semesters as a graduate student in BSE. However, if you completed your master's degree in BSE, you do not have to repeat the 1-credit seminar.

3. As a part of the seminar, all students are required to make an oral presentation reporting their research results, typically during the last semester of their graduate program (if you took this course as an M.S. student, you will need to repeat the course as a Ph.D. student to reflect your current research).

4. Graduate students should register for an appropriate number of credits of BSE 990 Research (Thesis Research). If the student's progress is satisfactory, the student will receive a grade of P (progress) for each semester of BSE 990 Research until the final semester. At that time all of these credits will be given an S (satisfactory) grade by the major professor.
The teaching course credits shall not be used to fulfill 9 credits of 600 to 800 level classes from an engineering department and/or comparable technical area. Teaching preparatory courses and seminar courses will NOT count toward the required 24 (42) course credits.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

For well-prepared advanced students, the program may accept prior coursework from other institutions toward the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements. Up to 6 research credits received for the master’s degree may be transferred from another accredited institution. No other research credit may be transferred. Eighteen (18) Master’s course credits earned from another institution may be transferred towards Ph.D. Additional credits need to be approved by the BSE Graduate Instruction and Research committee.

UW–Madison Undergraduate

For well-prepared advanced students, the program may decide to accept up to 7 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special

The program may decide to accept up to 15 University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dozo.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dozo.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, postdoctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeeabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER

Funding decisions are made by faculty supervisors of the admitted students based on the funding availability and project need.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study.
3. Creates research, scholarship, or performance that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of the field of study to society.
6. Communicates complex ideas in a clear and understandable manner.
7. Fosters ethical and professional conduct.

PEOPLE

Professor Robert Anex

Biological systems analysis and assessment; life cycle assessment; techno-economic analysis

Professor Christopher Choi

Heat and mass transfer and computational fluid dynamics (CFD); Controlled environments — livestock housing and greenhouse; water distribution system modeling and water quality; experimental methods, data acquisition, and systems optimization in biological systems
Assistant Professor Matthew Digman
Impact of autonomy on agricultural machine forms; application of sensors to predict chemical and physical properties of agricultural materials

Professor Sundaram Gunasekaran
Engineering properties and quality of food and biomaterials; rheology of food and other macromolecular systems and hydrogels; structure function relationships in foods; novel and value-added bioprocess engineering

Professor K.G. Karthikeyan
Fate, removal, and transport of nutrients and contaminants in surface/subsurface environments; water quality chemistry; land application of agricultural/municipal/industrial waste; applications of GIS/water quality models; physical and chemical processes for water, wastewater, and waste treatment; soil decontamination

Associate Professor Rebecca Larson
Biological waste; manure management; handling and treatment of agricultural and food processing waste; agricultural sustainability; land application of various waste streams, including runoff and leaching; waste-to-energy technologies, including biogas production from anaerobic digestion; composting

Assistant Professor Brian Luck
Machine management, variable rate technology; agricultural “Big Data” management; remote sensing

Professor Xuejun Pan
Development of innovative biorefining process for producing energy, fuels, chemicals, and materials from renewable resources (biomass) with specific research interests in pretreatment and fractionation of lignocellulosic biomass for bioconversion to chemicals and fuels; enzymatic and non-enzymatic saccharification of cellulose and lignocellulose; catalytic conversion of lignocellulose to drop-in hydrocarbon fuel; platform chemicals from biomass; functional materials from cellulose, lignin, hemicellulose, and extractives.

Professor Douglas Reinemann
Biomechanics of machine milking; sustainable development of bio-energy systems; renewable energy technology and policy; biosensors for milk quality analysis; effects of the electrical environment on farm animals; integral thought and philosophy

Associate Professor and Department Chair Troy Runge
Bioenergy – biomass composition impact on bioprocessing systems, including anaerobic digestion, combustion, gasification, and catalysis; Biomaterials – pulp, paper, bio-based chemicals, cellulose composites and nonwoven structures

Professor Kevin Shinners
Engineering aspects of systems to cut, dry, harvest, package, store, fractionate and process biological plant material to be used as ruminant animal feed or as a biomass feedstock for production of bio-energy and bio-products; sensors and sensor systems to measure machine performance and crop material properties for Precision Farming systems as applied to hay, forage, and bio-mass crops

Professor John Shutske
Safety engineering and education related to occupational and public health hazards in agricultural and food systems; multidisciplinary approaches for solving complex risk-related problems; design and evaluation of sensors and control systems to mitigate environmental and machine risks; risk communication methods and limitations.

Associate Professor Paul Stoy
Surface-atmosphere exchange; ecosystem ecology; natural resource management

Professor Anita Thompson
Hydrologic implications of land use change; urban hydrology and stormwater management; water quality impacts of biofuel crop production; cold regions hydrology; hydrologic modeling; sediment, nutrient and pathogen transport; polyacrylamides and biosolids for fertilizer and erosion management

Assistant Professor Zhou Zhang
Multi-source remote sensing data fusion (e.g., hyperspectral, LiDAR, RGB); machine learning for high dimensional data analysis; UAV-based imaging platform developments for precision agriculture; crop yield prediction using remote sensing and machine learning; high-throughput image-based plant phenotyping.

AFFILIATE FACULTY
Assistant Professor Grace Bulltail, Nelson Institute
Professor Mark Etzel, Dept. of Food Science
Professor Awad Hanna, Dept. of Civil Engineering
Professor Richard Hartel, Dept. of Food Engineering
Professor John Ralph, Dept. of Biochemistry

BIOMEDICAL ENGINEERING

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Biomedical Engineering, Doctoral Minor (p. 224)
- Biomedical Engineering, M.S. (p. 224)
- Biomedical Engineering, Ph.D. (p. 242)
- Quantitative Biology, Doctoral Minor (p. 251)

PEOPLE

FACULTY
Paul Campagnola (Chair)
Randolph Ashton
David Beebe
Walter Block
BIOMEDICAL ENGINEERING, DOCTORAL MINOR

REQUIREMENTS

Students must:

- Earn at least 10 credits from a single degree program and satisfy the requirements specified by the Department of Biomedical Engineering. Approval of the courses for the Option A minor is certified by the BME Associate Chair of Graduate Advising (https://www.engr.wisc.edu/department/bme/contact/people-in-bme/).
- Meet the requirements identified on the Option A Minor Approval Form and submit the form to the BME associate chair of graduate advising for approval (no later than halfway through the minor course sequence and before requesting the preliminary exam warrant).

PEOPLE

FACULTY

Paul Campagnola (Chair)
Randolph Ashton
David Beebe
Walter Block
Christopher Brace
Kevin Eliceiri
Shaoqin 'Sarah' Gong
Aviad Hai
Melissa Kinney
Pamela Kreeger
Wan-ju Li
Kip Ludwig
Kristyn Masters
Megan McClean
Beth Meyerand
William Murphy
Krishanu Saha
Melissa Skala
Darryl Thelen
Justin Williams
Colleen Witzenburg
Filiz Yesilkoy

INSTRUCTIONAL STAFF AND FACULTY ASSOCIATES

Amit Nimunkar
John Puccinelli
Tracy Jane Puccinelli
Darilis Suarez-Gonzalez
Aaron Suminski

See also Biomedical Engineering Faculty Directory (http://directory.engr.wisc.edu/bme/).

BIOMEDICAL ENGINEERING, M.S.

The Department of Biomedical Engineering offers three distinct master of science (M.S.) degree programs in Biomedical Engineering:

- Biomedical Engineering M.S., Research (p. 238) – traditional master’s program culminating in a thesis
- Biomedical Engineering M.S., Accelerated Program (p. 226) – accelerated, course-based master's program with the opportunity to choose a specialty area
- Biomedical Engineering M.S., Biomedical Innovation, Design, and Entrepreneurship (p. 233) – accelerated, course- and project-based master's program with an emphasis in design, business, and engineering

Biomedical engineering is the application of engineering tools for solving problems in biology and medicine. It is an engineering discipline that is practiced by professionals trained primarily as engineers, who specialize in medical and biological applications. This area of study combines fundamentals of the biomedical sciences with advanced engineering methods of analysis and design, and brings together these two fields in order to contribute to the design of new medical instruments and devices, apply engineering principles for understanding and repairing the human body and other biological systems, and use engineering tools for decision making and cost containment.

The Department of Biomedical Engineering should be of interest to students who wish to practice engineering or engage in research in an engineering specialization in medicine and biology. An individualized course of study is planned with a faculty advisor. Biomedical engineering faculty and affiliated faculty come from the various colleges and professional schools throughout the university. They specialize in biomedical engineering areas as diverse as biomechanics, bioinstrumentation, biomedical imaging and biophotonics, micro and nanotechnology, systems biology, biomaterials, cellular engineering, tissue engineering, neuroengineering, and rehabilitation and human performance. A list of biomedical engineering faculty, affiliated faculty,
and their respective areas of specialization is available from the department website (https://directory.engr.wisc.edu/bme/faculty/).

**ADMISSIONS**

Students apply to the Master of Science in Biomedical Engineering through one of the named options:

- Research (p. 238)
- Accelerated Program (https://guide.wisc.edu/graduate/biomedical-engineering/biomedical-engineering-ms/biomedical-engineering-accelerated-program-ms/)
- Biomedical Innovation, Design, and Entrepreneurship (p. 233)

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

**Assessments**

There are no degree-specific assessments and examinations outside of those given in individual courses.

**Language**

n/a

**EXAMINATIONS**

**REQUIRED COURSES**

Select a Named Option (p. 225) for courses required.

**NAMED OPTIONS**

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Biomedical Engineering must select one of the following named options:

- BIOMEDICAL ENGINEERING: ACCELERATED PROGRAM, M.S. (p. 226)
- BIOMEDICAL ENGINEERING: BIOMEDICAL INNOVATION, DESIGN, AND ENTREPRENEURSHIP, M.S. (p. 233)
- BIOMEDICAL ENGINEERING: RESEARCH, M.S. (p. 238)

**POLICIES**

Students should refer to one of the named options for policy information:

- Research (p. 238)
- Accelerated Program (p. 226)
- Biomedical Innovation, Design, and Entrepreneurship (p. 233)

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**THE INDIVIDUAL DEVELOPMENT PLAN (IDP)**

An Individual Development Plan (IDP) (https://grad.wisc.edu/pd/idp/) helps graduate students and postdoctoral researchers:

- assess current skills, interests, and strengths;
- make a plan for developing skills to meet academic and professional goals; and
- communicate with supervisors, advisors, and mentors about evolving goals and related skills.

The IDP is a document to be revisited again and again, to update and refine as goals change and/or come into focus, and to record progress and accomplishments.

The university recommends IDPs for all postdoctoral researchers and graduate students, and requires IDPs for all postdoctoral researchers.
and graduate students supported by National Institutes of Health (NIH) funding. See the Graduate School for more information and IDP resources (https://grad.wisc.edu/pd/idp/).

ENGINEERING CAREER SERVICES
The Engineering Career Services (https://ecs.wisc.edu/) staff offers assistance to students searching or preparing for internships, co-ops, and jobs with well-recognized organizations.

THE WRITING CENTER
The Writing Center (https://writing.wisc.edu/) is a campus-wide organization that provides free of charge, face-to-face and online consultations for students writing papers, reports, resumes, and applications.

LEARNING OUTCOMES
1. Demonstrate a strong understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and solve advanced engineering problems.
3. Demonstrate creative, independent problem solving skills.
4. Apply the latest scientific and technological advancements, advanced techniques, and modern engineering tools to these problems.
5. Recognize and apply principles of ethical and professional conduct.

PEOPLE

FACULTY
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David Beebe
Walter Block
Christopher Brace
Kevin Eliceiri
Shaoqin ’Sarah’ Gong
Aviad Hai
Melissa Kinney
Pamela Kreeger
Wan-ju Li
Kip Ludwig
Kristyn Masters
Megan McClean
Beth Meyerand
William Murphy
Krishanu Saha
Melissa Skala
Darryl Thelen
Justin Williams
Colleen Witzenburg
Filiz Yesilkoy

INSTRUCTIONAL STAFF AND FACULTY ASSOCIATES
Amit Nimunkar
John Puccinelli
Tracy Jane Puccinelli
Darilis Suarez-Gonzalez
Aaron Suminski

See also Biomedical Engineering Faculty Directory (http://directory.engr.wisc.edu/bme/).

BIOMEDICAL ENGINEERING: ACCELERATED PROGRAM, M.S.
This is a course-based named option within the Biomedical Engineering M.S. (http://guide.wisc.edu/graduate/biomedical-engineering/biomedical-engineering-ms/#text)
The Accelerated Program named option in the Biomedical Engineering M.S. is a non-thesis program with coursework focused on engineering and science to afford further preparation and training for students interested in careers in industry or pursuing advanced academic degrees.

ADMISSIONS
Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/#of the Graduate School as well as the program(s)). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3*</td>
</tr>
</tbody>
</table>

* Not required for applicants with a UW–Madison Biomedical Engineering bachelor’s degree.

Applicants should have a bachelor’s degree in engineering (biomedical, chemical, electrical, industrial, mechanical, etc.) or science (biology, biochemistry, chemistry, genetics, immunology, physics, etc.). Each application is judged on the basis of:

- Official academic transcripts
- Test of English as a Foreign Language (http://www.ets.org/toefl/) (TOEFL) examination for international students
- Three letters of recommendation
• Statement of purpose (https://grad.wisc.edu/apply/prepare/)
• Resume

All applicants must satisfy requirements that are set forth by the Graduate School (https://grad.wisc.edu/). Students admitted to the program may be required to make up deficiency course requirements.

To apply to the BME program, complete applications (https://grad.wisc.edu/apply/), including supportive materials, must be submitted as described below and received by the deadline.

OFFICIAL ACADEMIC TRANSCRIPT
Electronically submit one copy of your transcript of all undergraduate and previous graduate work along with your online application to the Graduate School. Unofficial copies of transcripts will be accepted for review, but official copies are required for admitted students. Please do not send transcripts or any other application materials to the Graduate School or the BME department unless requested. If you have questions, please contact bmegradadmission@engr.wisc.edu.

TEST OF ENGLISH AS A FOREIGN LANGUAGE (TOEFL)
The TOEFL is required for international students unless a degree from a U.S. educational institution is held. Scores should be sent using institution code 1846.

An applicant whose TOEFL (paper-based) test score is below 580; TOEFL computer-based test (CBT) score below 237; TOEFL internet-based iBT test score below 92; or IELTS score below 7; must take an English assessment test upon arrival. Depending on your score, you may need to register for any recommended English as a Second Language (ESL) courses in the first semester you are enrolled.

THREE LETTERS OF RECOMMENDATIONS
These letters are required from people who can accurately judge the applicant’s academic performance. Letters of recommendation are submitted electronically to graduate programs through the online application. Applicants should not send any more than three letters (if more than three are sent, only the first three will be considered). See the Graduate School for FAQs (https://grad.wisc.edu/apply/) regarding letters of recommendation.

STATEMENT OF PURPOSE
In this document, applicants should explain why they want to pursue further education in BME (see the Graduate School for more advice on how to structure a personal statement (https://grad.wisc.edu/apply/prepare/)).

RESUME
Upload your resume in your application.

APPLICATION FEE
Submission must be accompanied by the one-time application fee. It is non-refundable and can be paid by credit card (Master Card or Visa) or debit/ATM. By state law, this fee can only be waived or deferred through the conditions outlined here by the Graduate School (https://grad.wisc.edu/apply/fee-grant/).

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>
Other Grade Requirements
The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations
There are no degree-specific assessments and examinations outside of those given in individual courses.

Language Requirements
None.

REQUIRED COURSES
The required coursework is designed to complement each student's interests and background in biomedical engineering.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Code</td>
<td>Title</td>
<td>Credits</td>
</tr>
<tr>
<td>General Requirements</td>
<td>2 semesters of B M E 701</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bioscience credits</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Engineering credits, 400 level and above</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Elective credits selected in consultation with advisor</td>
<td>0-15</td>
</tr>
<tr>
<td></td>
<td>Project or Independent Study (B M E 790 or B M E 799)</td>
<td>0-6</td>
</tr>
<tr>
<td></td>
<td>Total Credits</td>
<td>30</td>
</tr>
</tbody>
</table>

Students choose one of the following areas of specialization. Of the credits above, 15 credits must be in one area of specialization.

Biomaterials and Tissue Engineering
Biomaterials and tissue engineering employ a diverse range of approaches to develop methods to diagnose and treat diseases, create living tissue environments that may be used to restore the function of a damaged organ, and uncover biological mechanisms related to tissue development and disease. Graduate students trained in biomaterials and tissue engineering are expected to gain a detailed understanding of cellular and molecular biology, materials science, and engineering methods.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biomaterials and Tissue Engineering</td>
<td>At least 3 credits of Bioscience. Relevant options include:</td>
<td>3 or more</td>
</tr>
<tr>
<td></td>
<td>CRB 640</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fundamentals of Stem Cell and Regenerative Biology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CRB 650</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Molecular and Cellular Organogenesis</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CRB/B M E 670</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Biology of Heart Disease and Regeneration</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ZOOLOGY/BIOCHEM/PHMCOL-M 630</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cellular Signal Transduction Mechanisms</td>
<td></td>
</tr>
</tbody>
</table>

At least 12 credits of Engineering. Relevant options include: 12 or more

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>B M E/PHM SCI 430</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Biological Interactions with Materials</td>
<td></td>
</tr>
<tr>
<td></td>
<td>B M E/CBE 510</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Introduction to Tissue Engineering</td>
<td></td>
</tr>
<tr>
<td></td>
<td>B M E 511</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Tissue Engineering Laboratory</td>
<td></td>
</tr>
<tr>
<td></td>
<td>B M E/CBE 520</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Stem Cell Bioengineering</td>
<td></td>
</tr>
<tr>
<td></td>
<td>B M E 545</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Engineering Extracellular Matrices</td>
<td></td>
</tr>
<tr>
<td></td>
<td>B M E 550</td>
<td>Introduction to Biological and Medical Microsystems</td>
</tr>
<tr>
<td></td>
<td>B M E 630</td>
<td>Nanomaterials for Biomedical Applications</td>
</tr>
<tr>
<td></td>
<td>CBE 540</td>
<td>Polymer Science and Technology</td>
</tr>
<tr>
<td></td>
<td>CBE 648</td>
<td>Synthetic Organic Materials in Biology and Medicine</td>
</tr>
<tr>
<td></td>
<td>CBE 781</td>
<td>Biological Engineering: Molecules, Cells &amp; Systems</td>
</tr>
<tr>
<td></td>
<td>CHEM 654</td>
<td>Materials Chemistry of Polymers</td>
</tr>
<tr>
<td></td>
<td>M S &amp; E 521</td>
<td>Advanced Polymeric Materials</td>
</tr>
<tr>
<td>Electives (taken in consultation with your faculty advisor):</td>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
</tr>
<tr>
<td></td>
<td>B M I/COMP SCI 776</td>
<td>Advanced Bioinformatics</td>
</tr>
<tr>
<td></td>
<td>COMP SCI 765</td>
<td>Data Visualization</td>
</tr>
<tr>
<td></td>
<td>STAT/FR W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
</tr>
<tr>
<td></td>
<td>STAT/B M I 877</td>
<td>Statistical Methods for Molecular Biology</td>
</tr>
<tr>
<td></td>
<td>B M E 556</td>
<td>Systems Biology: Mammalian Signaling Networks</td>
</tr>
<tr>
<td></td>
<td>B M E/CBE 560</td>
<td>Biochemical Engineering</td>
</tr>
<tr>
<td></td>
<td>B M E/PHM PHYS/PHMCOL-M/PHYSICS/RADIOL 619</td>
<td>Microscopy of Life</td>
</tr>
<tr>
<td></td>
<td>B M E/CHEM/MED PHYS 750</td>
<td>Biological Optical Microscopy</td>
</tr>
<tr>
<td></td>
<td>B M E/CBE 782</td>
<td>Modeling Biological Systems</td>
</tr>
<tr>
<td></td>
<td>B M E/CBE 783</td>
<td>Design of Biological Molecules</td>
</tr>
</tbody>
</table>

Biomechanics
Biomechanists use experiments and computational tools to investigate the mechanical aspects of biological systems, at levels ranging from whole organisms to organs, tissues, and cells. Graduate students trained in biomechanics are expected to gain a detailed understanding of mechanics, mathematics, biology, and engineering.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biomechanics</td>
<td>At least 3 credits of a Bioscience. Relevant options include:</td>
<td>3 or more</td>
</tr>
<tr>
<td></td>
<td>ANAT &amp; PHY 335</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Physiology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ANAT &amp; PHY 435</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fundamentals of Human Physiology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CRB/B M E 670</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Biology of Heart Disease and Regeneration</td>
<td></td>
</tr>
<tr>
<td></td>
<td>KINES 773</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cardiorespiratory Adaptations to Environment and Exercise</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ZOOLOGY 570</td>
<td>Cell Biology</td>
</tr>
</tbody>
</table>

At least 12 credits of Engineering. Relevant options include: 12 or more
Biomedical Imaging and Optics

Biomedical imaging and optics research develops and utilizes new experimental and computational tools to characterize tissue structure across multiple size scales. A particular focus is in human health, especially with respect to achieving superior diagnostic/prognostic tools for a spectrum of diseased states. Graduate students trained in this track are expected to gain a detailed understanding of mathematics, biology and engineering as well as optical and/or physical methods.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 443</td>
<td>Applied Linear Algebra</td>
<td></td>
</tr>
<tr>
<td>MATH 519</td>
<td>Ordinary Differential Equations</td>
<td></td>
</tr>
<tr>
<td>MATH 619</td>
<td>Analysis of Partial Differential Equations</td>
<td></td>
</tr>
<tr>
<td>M E/STAT 424</td>
<td>Statistical Experimental Design</td>
<td></td>
</tr>
<tr>
<td>M/E/COMP SCI/ E C E 532</td>
<td>Matrix Methods in Machine Learning</td>
<td></td>
</tr>
<tr>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 368</td>
<td>Learning a Programming Language</td>
<td></td>
</tr>
<tr>
<td>B M E/MED PHYS/ PHMCOL-M/ PHYSICS/ RADIOL 619</td>
<td>Microscopy of Life</td>
<td></td>
</tr>
<tr>
<td>M/E/C E 439</td>
<td>Introduction to Robotics</td>
<td></td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Medical and Microdevices

Medical and microdevices involve the use of electronic and computational tools to develop devices used in diagnosis and treatment of disease ranging from the systemic to the cellular and molecular levels.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 443</td>
<td>Applied Linear Algebra</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 368</td>
<td>Learning a Programming Language</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 766</td>
<td>Computer Vision</td>
<td></td>
</tr>
<tr>
<td>COMP SCI/ B M I 767</td>
<td>Computational Methods for Medical</td>
<td></td>
</tr>
<tr>
<td>M/E/COMP SCI/ E C E 532</td>
<td>Matrix Methods in Machine Learning</td>
<td></td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
### Required courses:

At least 3 credits of Bioscience. Relevant options include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 721</td>
<td>Neural Basis for Movement</td>
<td></td>
</tr>
<tr>
<td>KINES 861</td>
<td>Principles of Motor Control and Learning</td>
<td></td>
</tr>
<tr>
<td>NTP/NEURODPT</td>
<td>Cellular and Molecular Neuroscience</td>
<td></td>
</tr>
<tr>
<td>NTP/NEURODPT/PSYCH 611</td>
<td>Systems Neuroscience</td>
<td></td>
</tr>
<tr>
<td>NTP/NEURODPT 630</td>
<td>Neuronal Mechanisms for Sensation and Memory in Cerebral Cortex</td>
<td></td>
</tr>
<tr>
<td>NTP/NEUROL 735</td>
<td>Neurobiology of Disease</td>
<td></td>
</tr>
<tr>
<td>PSYCH 610</td>
<td>Design and Analysis of Psychological Experiments I</td>
<td></td>
</tr>
<tr>
<td>PSYCH 733</td>
<td>Perceptual and Cognitive Sciences</td>
<td></td>
</tr>
<tr>
<td>ZOOLOGY 625</td>
<td>Development of the Nervous System</td>
<td></td>
</tr>
</tbody>
</table>

### Electives (taken in consultation with your faculty advisor):

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 443</td>
<td>Applied Linear Algebra</td>
<td></td>
</tr>
<tr>
<td>MATH 519</td>
<td>Ordinary Differential Equations</td>
<td></td>
</tr>
<tr>
<td>MATH 619</td>
<td>Analysis of Partial Differential Equations</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 300</td>
<td>Programming II</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 320</td>
<td>Data Science Programming II</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 368</td>
<td>Learning a Programming Language (multiple 1-credit options, including R, C++, and Matlab)</td>
<td></td>
</tr>
<tr>
<td>E C E 630</td>
<td>All of Signal Processing</td>
<td></td>
</tr>
</tbody>
</table>

### Neuroengineering

Neuroengineering is the convergence of neuroscience, computation, device development, and mathematics to improve human health. Neuroengineering brings together state-of-the-art technologies for the development of devices and algorithms to assist those with neural disorders. It is also used to reverse engineer living neural systems via new algorithms, technologies and robotics. Students pursuing this track are involved in all of these endeavors so that as the next generation of engineers, they will transcend the traditional boundaries of neuroscience, technology, engineering and mathematics.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

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Systems and Synthetic Biology

Systems and synthetic biology utilizes experimental and computational tools in an iterative fashion to analyze and regulate biological systems.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>At least 3 credits of Bioscience. Relevant options include:</td>
<td>3 or more</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 570</td>
<td>Computational Modeling of Biological Systems</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 919</td>
<td>Synthetic Biology Seminar</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
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</tr>
<tr>
<td>BIOCHEM/GENETICS/MICROBIO 612</td>
<td>Prokaryotic Molecular Biology</td>
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</tr>
<tr>
<td>BIOCHEM/GENETICS/MOGENET 620</td>
<td>Eukaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 729</td>
<td>Advanced Topics</td>
<td></td>
</tr>
<tr>
<td>ZOOLOGY 570</td>
<td>Cell Biology</td>
<td></td>
</tr>
<tr>
<td>ZOOLOGY/BIOCHEM/PHMCOL-M 630</td>
<td>Cellular Signal Transduction Mechanisms</td>
<td></td>
</tr>
<tr>
<td>At least 12 credits of Engineering. Relevant options include:</td>
<td>12 or more</td>
<td></td>
</tr>
<tr>
<td>B M E 550</td>
<td>Introduction to Biological and Medical Microsystems</td>
<td></td>
</tr>
<tr>
<td>B M E 556</td>
<td>Systems Biology: Mammalian Signaling Networks</td>
<td></td>
</tr>
<tr>
<td>B M E 780</td>
<td>Methods in Quantitative Biology</td>
<td></td>
</tr>
<tr>
<td>B M E/CBE 560</td>
<td>Biochemical Engineering</td>
<td></td>
</tr>
<tr>
<td>CBE 781</td>
<td>Biological Engineering: Molecules, Cells &amp; Systems</td>
<td></td>
</tr>
<tr>
<td>CBE/B M E 782</td>
<td>Modeling Biological Systems</td>
<td></td>
</tr>
<tr>
<td>CBE 660</td>
<td>Intermediate Problems in Chemical Engineering</td>
<td></td>
</tr>
<tr>
<td>Electives (taken in consultation with your faculty advisor):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 443</td>
<td>Applied Linear Algebra</td>
<td></td>
</tr>
<tr>
<td>MATH 519</td>
<td>Ordinary Differential Equations</td>
<td></td>
</tr>
<tr>
<td>MATH 619</td>
<td>Analysis of Partial Differential Equations</td>
<td></td>
</tr>
<tr>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
<td></td>
</tr>
<tr>
<td>B M I/COMP SCI 576</td>
<td>Introduction to Bioinformatics</td>
<td></td>
</tr>
<tr>
<td>B M I 826</td>
<td>Special Topics in Biostatistics and Biomedical Informatics</td>
<td></td>
</tr>
<tr>
<td>B M I/COMP SCI 776</td>
<td>Advanced Bioinformatics</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 368</td>
<td>Learning a Programming Language (multiple 1-credit options available, including R, C++, and Matlab)</td>
<td></td>
</tr>
</tbody>
</table>

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

GRADUATE SCHOOL POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

A student may transfer graduate coursework from other institutions with program approval. These courses may not be used toward the Graduate School’s Minimum Graduate Residence Credit. Coursework earned five years or more prior to admission to the master’s program is not allowed to satisfy requirements. Reach out to the BME Graduate Coordinator for more information.

UW–Madison Undergraduate

A student who has completed their bachelor’s degree at UW-Madison may transfer 6 credits of coursework with program approval. These courses may be coursework numbered 400 level or above. Coursework earned five or more years prior to admission to a M.S. degree is not allowed to satisfy requirements. These courses may not be used toward the Graduate School’s Minimum Graduate Residence Credit.

UW–Madison University Special

With program approval and payment of the difference in tuition (between Special and graduate tuition), students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement and, the minimum graduate degree credit requirement; if that coursework is numbered 700 or above it may be used to satisfy the minimum graduate coursework (50%) requirement.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member from the major department responsible for providing advice regarding graduate studies. In many cases, an advisor is assigned to incoming students. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

CREDITS PER TERM ALLOWED

15 credits
TIME CONSTRAINTS
The accelerated MS program is typically completed in less than 18 months.

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements but that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosu.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosu.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

BME Grievance Procedures
If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance.

Step 1
The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties, or reach out to the Graduate Student Services Coordinator or Associate Chair of BME Graduate Advising for additional assistance. These activities do not rise to the level of a formal grievance; however, the student is encouraged to keep documentation of these interactions as they may be useful if a formal grievance is pursued.

Step 2
Should a satisfactory resolution not be achieved, a formal grievance can be filed with the BME Grievance Committee. To do so, the student contacts the Department Administrator, who will provide the student with the name of the current chair of the Grievance Committee. The student will then contact the Chair of the Grievance Committee, who will reply within seven calendar days. If the grievance is with the current Chair of the Grievance Committee, please let the Department Administrator know and they will identify an alternate committee member to contact. It is advised that grievances are filed within 60 calendar days of the alleged unfair treatment to enable a thorough investigation.

Step 3
If the student does not feel comfortable working through the departmental process, they are encouraged to seek out other campus resources including:

- The Assistant Dean for Graduate Affairs in the College of Engineering
- The Graduate School
- UW Division of Diversity, Equity & Educational Achievement (DDEEA)
- McBurney Disability Resource Center
- Employee Assistance Office
- Ombuds Office
- University Health Services

Step 4
At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has ten working days to file a written appeal to the School/College. For more information, students should consult the College of Engineering Academic Advising Policies and Procedures.

Step 5
Documentation of the grievance will be stored for at least seven years. Significant grievances that set a precedent will be stored indefinitely. The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School's Academic Policies and Procedures.

OTHER
Due to the accelerated, course-based nature of the Biomedical Engineering Accelerated Master's program, students cannot hold funded appointments such as research assistantships, teaching assistantships, or project assistantships, either inside the BME department or elsewhere on campus. These appointments may impact the student's progress and are inconsistent with the nature of an accelerated program. Compliance with this policy will be confirmed by regular audits of appointments. Students can be placed in probation for failure to adhere to these policies.

In the uncommon instance that a BME Accelerated MS student has an offer for a funded appointment (research assistantship, teaching assistantship, or project assistantship) they may appeal this policy. In order to initiate the process, the student should contact the Associate Chair of the Master's degree program, Darilis Suarez-Gonzalez and provide details on the funded position. Dr. Suarez-Gonzalez will bring the student's request to the other members of the appeals committee and the committee will determine if the student can accept the funded
appointment. The student may not accept the position without approval from the appeals committee.

Students in this program may not take courses outside the prescribed curriculum without faculty advisor approval. Students in this program cannot enroll concurrently in other undergraduate, graduate or certificate programs.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

THE INDIVIDUAL DEVELOPMENT PLAN (IDP)

An Individual Development Plan (IDP) (https://grad.wisc.edu/pd/idp/) helps graduate students and postdoctoral researchers:

• assess current skills, interests, and strengths;
• make a plan for developing skills to meet academic and professional goals; and
• communicate with supervisors, advisors, and mentors about evolving goals and related skills.

The IDP is a document to be revisited again and again, to update and refine as goals change and/or come into focus, and to record progress and accomplishments.

The university recommends IDPs for all postdoctoral researchers and graduate students, and requires IDPs for all postdoctoral researchers and graduate students supported by National Institutes of Health (NIH) funding. See the Graduate School for more information and IDP resources (https://grad.wisc.edu/pd/idp/).

ENGINEERING CAREER SERVICES

The Engineering Career Services (https://ecs.wisc.edu/) staff offers assistance to students searching or preparing for internships, co-ops, and jobs with well-recognized organizations.

THE WRITING CENTER

The Writing Center (https://writing.wisc.edu/) is a campus-wide organization that provides free of charge, face-to-face and online consultations for students writing papers, reports, resumes, and applications.

PEOPLE

FACULTY

Paul Campagnola (Chair)
Randolph Ashton
David Beebe
Walter Block
Christopher Brace
Kevin Eliceiri
Shaoqin ‘Sarah’ Gong
Aviad Hai
Melissa Kinney

Pamela Kreeger
Wan-ju Li
Kip Ludwig
Kristyn Masters
Megan McLean
Beth Meyerand
William Murphy
Krishanu Saha
Melissa Skala
Darryl Thelen
Justin Williams
Colleen Witzenburg
Filiz Yesilkoy

INSTRUCTIONAL STAFF AND FACULTY ASSOCIATES

Amit Nimunkar
John Puccinelli
Tracy Jane Puccinelli
Darilis Suarez-Gonzalez
Aaron Suminski

See also Biomedical Engineering Faculty Directory (http://directory. engr.wisc.edu/bme/).

BIO MEDICAL ENGINEERING:
BIO MEDICAL INNOVATION, DESIGN, AND ENTREPRENEURSHIP, M.S.

This is a course-based named option within the Biomedical Engineering M.S. (http://guide.wisc.edu/graduate/biomedical-engineering/biomedical-engineering-ms/)

The Biomedical Innovation, Design, and Entrepreneurship named option in the Biomedical Engineering M.S. program is designed to provide additional graduate-level, project-based experiences in design, prototyping, and manufacturing, as well as an understanding of business fundamentals, entrepreneurship, and project management. Upon completion, student will be prepared for careers at the interface of engineering and business.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>
Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required

* Not required for applicants with a UW–Madison Biomedical Engineering bachelor’s degree.

Applicants should have a bachelor’s degree in engineering (biomedical, chemical, electrical, industrial, mechanical, etc.) or science (biology, biochemistry, chemistry, genetics, immunology, physics, etc.). Each application is judged on the basis of:

- Official academic transcripts
- Test of English as a Foreign Language (http://www.ets.org/toefl/) (TOEFL) examination for international students
- Three letters of recommendation
- Statement of purpose (https://grad.wisc.edu/apply/prepare/)
- Resume

All applicants must satisfy requirements that are set forth by the Graduate School (https://grad.wisc.edu/). Students admitted to the program may be required to make up deficiency course requirements.

To apply to the BME program, complete applications (https://grad.wisc.edu/apply/), including supportive materials, must be submitted as described below and received by the deadline.

**OFFICIAL ACADEMIC TRANSCRIPT**

Electronically submit one copy of your transcript of all undergraduate and previous graduate work along with your online application to the Graduate School. Unofficial copies of transcripts will be accepted for review, but official copies are required for admitted students. Please do not send transcripts or any other application materials to the Graduate School or the BME department unless requested. If you have questions, please contact bmegradadmission@engr.wisc.edu.

**TEST OF ENGLISH AS A FOREIGN LANGUAGE (TOEFL)**

The TOEFL is required for international students unless a degree from a U.S. educational institution is held. Scores should be sent using institution code 1846.

An applicant whose TOEFL (paper-based) test score is below 580; TOEFL computer-based test (CBT) score below 237; (TOEFL internet-based iBT) test score below 92; IELTS score below 7; or MELAB below 82 must take an English assessment test upon arrival. Depending on your score, you may need to register for any recommended English as a Second Language (ESL) courses in the first semester you are enrolled.

Any international applicant who will hold a teaching assistantship (TA), and whose native language is not English must take the SPEAK test (https://esl.wisc.edu/ita-training/speak/) when arriving on campus.

**THREE LETTERS OF RECOMMENDATIONS**

These letters are required from people who can accurately judge the applicant’s academic or research performance. Letters of recommendation are submitted electronically to graduate programs through the online application. Applicants should not send any more than three letters (if more than three are sent, only the first three will be considered). See the Graduate School for FAQs (https://grad.wisc.edu/apply/) regarding letters of recommendation.

**STATEMENT OF PURPOSE**

In this document, applicants should explain why they want to pursue further education in BME (see the Graduate School for more advice on how to structure a personal statement (https://grad.wisc.edu/apply/prepare/)).

**RESUME**

Upload your resume in your application.

**APPLICATION FEE**

Submission must be accompanied by the one-time application fee. It is non-refundable and can be paid by credit card (Master Card or Visa) or debit/ATM. By state law, this fee can only be waived or deferred through the conditions outlined here by the Graduate School (https://grad.wisc.edu/apply/fee-grant/).

**GRADUATE SCHOOL ADMISSIONS**

Graduate admissions is a two-step process between academic degree programs and the Graduate School. Applicants must meet requirements of both the program(s) and the Graduate School. Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/admissions/).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

**Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>30 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

There are no degree-specific assessments and examinations outside of those given in individual courses.

Language Requirements

n/a

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M E 514</td>
<td>Additive Manufacturing</td>
<td></td>
</tr>
<tr>
<td>M E 549</td>
<td>Product Design</td>
<td></td>
</tr>
<tr>
<td>M E 601</td>
<td>Special Topics in Mechanical Engineering</td>
<td></td>
</tr>
<tr>
<td>M E/I SY E 641</td>
<td>Design and Analysis of Manufacturing Systems</td>
<td></td>
</tr>
<tr>
<td>M E 748</td>
<td>Optimum Design of Mechanical Elements and Systems</td>
<td></td>
</tr>
<tr>
<td>I SY E 415</td>
<td>Introduction to Manufacturing Systems, Design and Analysis</td>
<td></td>
</tr>
<tr>
<td>I SY E 515</td>
<td>Engineering Management of Continuous Process Improvement</td>
<td></td>
</tr>
<tr>
<td>I SY E 517</td>
<td>Decision Making in Health Care</td>
<td></td>
</tr>
<tr>
<td>I SY E 552</td>
<td>Human Factors Engineering Design and Evaluation</td>
<td></td>
</tr>
<tr>
<td>I SY E 557</td>
<td>Human Factors Engineering for Healthcare Systems</td>
<td></td>
</tr>
<tr>
<td>I SY E 601</td>
<td>Special Topics in Industrial Engineering</td>
<td></td>
</tr>
<tr>
<td>I SY E 602</td>
<td>Special Topics in Human Factors</td>
<td></td>
</tr>
<tr>
<td>I SY E 603</td>
<td>Special Topics in Engineering Analytics and Operations Research</td>
<td></td>
</tr>
<tr>
<td>I SY E 604</td>
<td>Special Topics in Manufacturing and Supply Chain Management</td>
<td></td>
</tr>
<tr>
<td>I SY E 606</td>
<td>Special Topics in Healthcare Systems Engineering</td>
<td></td>
</tr>
<tr>
<td>INTEREGR 477</td>
<td>Tools for Prototyping and Manufacturing</td>
<td></td>
</tr>
<tr>
<td>INTEREGR 601</td>
<td>Topics in Interdisciplinary Engineering</td>
<td></td>
</tr>
<tr>
<td>GEN BUS 310</td>
<td>Fundamentals of Accounting and Finance for Non-Business Majors</td>
<td></td>
</tr>
<tr>
<td>GEN BUS 311</td>
<td>Fundamentals of Management and Marketing for Non-Business Majors</td>
<td></td>
</tr>
<tr>
<td>M HR A A E 540</td>
<td>Intellectual Property Rights, Innovation and Technology</td>
<td></td>
</tr>
<tr>
<td>M HR 715</td>
<td>Strategic Management of Innovation</td>
<td></td>
</tr>
<tr>
<td>M HR 722</td>
<td>Entrepreneurial Management</td>
<td></td>
</tr>
<tr>
<td>M HR 734</td>
<td>Venture Creation</td>
<td></td>
</tr>
<tr>
<td>M HR 738</td>
<td>Weinert Applied Ventures in Entrepreneurship (WAVE)</td>
<td></td>
</tr>
<tr>
<td>R M I 650</td>
<td>Sustainability, Environmental and Social Risk Management</td>
<td></td>
</tr>
</tbody>
</table>

At least 9 credits of engineering courses in design, prototyping and manufacturing:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M E 515</td>
<td>Therapeutic Medical Devices</td>
<td></td>
</tr>
<tr>
<td>B M E 601</td>
<td>Special Topics in Biomedical Engineering</td>
<td></td>
</tr>
<tr>
<td>B M E 602</td>
<td>Special Topics in Biomedical Engineering</td>
<td></td>
</tr>
<tr>
<td>B M E/M E 603</td>
<td>Topics in Bio-Medical Engineering</td>
<td></td>
</tr>
<tr>
<td>B M E/I SY E 662</td>
<td>Design and Human Disability and Aging</td>
<td></td>
</tr>
<tr>
<td>M E 449</td>
<td>Redesign and Prototype Fabrication</td>
<td></td>
</tr>
</tbody>
</table>

At most, 6 credits of other technical elective engineering courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M E/M E 415</td>
<td>Biomechanics of Human Movement</td>
<td></td>
</tr>
<tr>
<td>B M E</td>
<td>Biological Interactions with Materials</td>
<td></td>
</tr>
<tr>
<td>B M E/E C E 462</td>
<td>Medical Instrumentation</td>
<td></td>
</tr>
<tr>
<td>B M E/E C E 463</td>
<td>Computers in Medicine</td>
<td></td>
</tr>
<tr>
<td>B M E/M E 505</td>
<td>Biofluidics</td>
<td></td>
</tr>
<tr>
<td>B M E/CBE 510</td>
<td>Introduction to Tissue Engineering</td>
<td></td>
</tr>
<tr>
<td>B M E 511</td>
<td>Tissue Engineering Laboratory</td>
<td></td>
</tr>
</tbody>
</table>
Biomedical Engineering: Biomedical Innovation, Design, and Entrepreneurship, M.S.

B M E/CBE 520  Stem Cell Bioengineering
B M E/CBE 530  Medical Imaging Systems
B M E/MED PHYS 535  Introduction to Energy-Tissue Interactions
B M E 545  Engineering Extracellular Matrices
B M E 550  Introduction to Biological and Medical Microsystems
B M E 556  Systems Biology: Mammalian Signaling Networks
B M E/CBE 560  Biochemical Engineering
B M E/MED PHYS 573  Mathematical and Conceptual Foundations
B M E/MED PHYS 574  Imaging in Medicine: Applications
B M E/MED PHYS 578  Non-Ionizing Diagnostic Imaging
B M E/MED 615  Tissue Mechanics
B M E/MED PHYS/PHMCOL-M/PHYSICS/RADIOL 619  Microscopy of Life
B M E/CHEM/MED PHYS 750  Biological Optical Microscopy
B M E/ECE/MED PHYS 778  Machine Learning in Ultrasound Imaging
CBE 540  Polymer Science and Technology
E CE/COMP SCI/I SY E 524  Introduction to Optimization
E CE/COMP SCI 533  Image Processing
E CE/COMP SCI/M E 539  Introduction to Artificial Neural Networks
M E 563  Intermediate Fluid Dynamics
M/E M A 570  Experimental Mechanics
M E 573  Computational Fluid Dynamics
M S & E 521  Advanced Polymeric Materials
MED PHYS/PEDIAT 705  Women and Leadership: Science, Health and Engineering

At most, 3 credits of advanced design or research project: 1-3

B M E 799  Advanced Independent Study

Additional credits taken in consultation with advisor

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
A student may transfer graduate coursework from other institutions with program approval. These courses may not be used toward the Graduate School’s Minimum Graduate Residence Credit. Coursework earned five years or more prior to admission to the master’s program is not allowed to satisfy requirements. Reach out to the BME Graduate Coordinator for more information.

UW–Madison Undergraduate
A student who has completed their bachelor’s degree at UW-Madison may transfer 6 credits of coursework with program approval. These courses must be coursework numbered 400 level or above. Coursework earned five or more years prior to admission to a M.S. degree is not allowed to satisfy requirements. These courses may not be used toward the Graduate School’s Minimum Graduate Residence Credit.

UW–Madison University Special
With program approval and payment of the difference in tuition (between Special and graduate tuition), students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement and the minimum graduate degree credit requirement; if that coursework is numbered 700 or above it may be used to satisfy the minimum graduate coursework (50%) requirement.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every BME graduate student must have a faculty advisor. A faculty advisor provides the graduate student with academic guidance in their course program and research oversight in their thesis, project, or engineering report. Graduate students should always seek advice from their advisor and other faculty in their interest area prior to enrolling for courses.

CREDITS PER TERM ALLOWED

15 credits maximum

TIME CONSTRAINTS

The MS BIDES is typically completed in less than 18 months.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
If the student does not feel comfortable working through the departmental process, they are encouraged to seek out other campus resources including:

- The Assistant Dean for Graduate Affairs in the College of Engineering
- The Graduate School
- UW Division of Diversity, Equity & Educational Achievement (DDEEA)
- McBurney Disability Resource Center
- Employee Assistance Office
- Ombuds Office
- University Health Services

Step 4

At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has ten working days to file a written appeal to the School/College. For more information, students should consult the College of Engineering Academic Advising Policies and Procedures.

Step 5

Documentation of the grievance will be stored for at least seven years. Significant grievances that set a precedent will be stored indefinitely. The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures.

OTHER

Due to the accelerated, course-based nature of the Biomedical Innovation, Design, and Entrepreneurship program, students cannot hold funded appointments such as research assistantships, teaching assistantships, or project assistantships, either inside the BME department or elsewhere on campus. These appointments may impact the student’s progress and are inconsistent with the nature of an accelerated program. Compliance with this policy will be confirmed by regular audits of appointments. Students can be placed in probation for failure to adhere to these policies.

In the uncommon instance that a BME Biomedical Innovation, Design, and Entrepreneurship student has an offer for a funded appointment (research assistantship, teaching assistantship, or project assistantship) they may appeal this policy. In order to initiate the process, the student should contact the Associate Chair of the Master’s degree program, Darlis Suarez-Gonzalez and provide details on the funded position. Dr. Suarez-Gonzalez will bring the student’s request to the other members of the appeals committee and the committee will determine if the student can accept the funded appointment. The student may not accept the position without approval from the appeals committee.

Students in this program may not take courses outside the prescribed curriculum without faculty advisor approval. Students in this program cannot enroll concurrently in other undergraduate, graduate or certificate programs.

Step 3

Should a satisfactory resolution not be achieved, a formal grievance can be filed with the BME Grievance Committee. To do so, the student contacts the Department Administrator, who will provide the student with the name of the current chair of the Grievance Committee. The student will then contact the Chair of the Grievance Committee, who will reply within seven calendar days. If the grievance is with the current Chair of the Grievance Committee, please let the Department Administrator know and they will identify an alternate committee member to contact. It is advised that grievances are filed within 60 calendar days of the alleged unfair treatment to enable a thorough investigation.

Step 2

The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties, or reach out to the Graduate Student Services Coordinator or Associate Chair of BME Graduate Advising for additional assistance. These activities do not rise to the level of a formal grievance; however, the student is encouraged to keep documentation of these interactions as they may be useful if a formal grievance is pursued.

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If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance.

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PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

THE INDIVIDUAL DEVELOPMENT PLAN (IDP)

An Individual Development Plan (IDP) (https://grad.wisc.edu/pd/idp/) helps graduate students and postdoctoral researchers:

- assess current skills, interests, and strengths;
- make a plan for developing skills to meet academic and professional goals; and
- communicate with supervisors, advisors, and mentors about evolving goals and related skills.

The IDP is a document to be revisited again and again, to update and refine as goals change and/or come into focus, and to record progress and accomplishments.

The university recommends IDPs for all postdoctoral researchers and graduate students, and requires IDPs for all postdoctoral researchers and graduate students supported by National Institutes of Health (NIH) funding. See the Graduate School for more information and IDP resources (https://grad.wisc.edu/pd/idp/).

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The Engineering Career Services (https://ecs.wisc.edu/) staff offers assistance to students searching or preparing for internships, co-ops, and jobs with well-recognized organizations.

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The Writing Center (https://writing.wisc.edu/) is a campus-wide organization that provides free of charge, face-to-face and online consultations for students writing papers, reports, resumes, and applications.

PEOPLE

FACULTY

Paul Campagnola (Chair)
Randolph Ashton
David Beebe
Walter Block
Christopher Brace
Kevin Eliceiri
Shaoqin ‘Sarah’ Gong
Aviad Hai
Melissa Kinney
Pamela Kreeger
Wan-ju Li
Kip Ludwig
Kristyn Masters
Megan McClean
Beth Meyerand
William Murphy

Krishanu Saha
Melissa Skala
Darryl Thelen
Justin Williams
Colleen Witzenburg
Filiz Yesilkoy

INSTRUCTIONAL STAFF AND FACULTY ASSOCIATES

Amit Nimunkar
John Puccinelli
Tracy Jane Puccinelli
Darilis Suarez-Gonzalez
Aaron Suminski

See also Biomedical Engineering Faculty Directory (http://directory.engr.wisc.edu/bme/).

BIOMEDICAL ENGINEERING: RESEARCH, M.S.

This is a named option within the Biomedical Engineering M.S. (p. 224)

The Research named option in the Biomedical Engineering M.S. is designed for students who want to conduct research during their program. This program takes approximately 18-24 months to complete and a thesis is required.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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Applicants should have a bachelor’s degree in engineering (biomedical, chemical, electrical, industrial, mechanical, etc.) or science (biology, biochemistry, chemistry, genetics, immunology, physics, etc.). Each application is judged on the basis of:

- Official academic transcripts
- Test of English as a Foreign Language (http://www.ets.org/toefl/) (TOEFL) examination for international students
- Three letters of recommendation
- Statement of purpose (https://grad.wisc.edu/apply/prepare/)
- Resume

All applicants must satisfy requirements that are set forth by the Graduate School (https://grad.wisc.edu/). Students admitted to the program may be required to make up deficiency course requirements.

To apply to the BME program, complete applications (https://grad.wisc.edu/apply/), including supportive materials, must be submitted as described below and received by the following deadline dates:

- Fall Semester—December 15
- Spring Semester—October 1
- Summer Session—December 15

1Please note that summer admissions are generally limited to continuing BME students at UW–Madison or applicants who have research assistantships already arranged with UW faculty.

OFFICIALLY TRANSCRIPT

Electronically submit one copy of your transcript of all undergraduate and previous graduate work along with your online application to the Graduate School. Unofficial copies of transcripts will be accepted for review, but official copies are required for admitted students. Please do not send transcripts or any other application materials to the Graduate School or the BME department unless requested. If you have questions, please contact bmegradadmission@engr.wisc.edu.

TEST OF ENGLISH AS A FOREIGN LANGUAGE (TOEFL)

The TOEFL is required for international students unless a degree from a U.S. educational institution is held. Scores should be sent using institution code 1846.

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RESUME

Upload your resume in your application.

APPLICATION FEE

Submission must be accompanied by the one-time application fee. It is non-refundable and can be paid by credit card (Master Card or Visa) or debit/ATM. By state law, this fee can only be waived or deferred through the conditions outlined here by the Graduate School (https://grad.wisc.edu/apply/fee-grant/).

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Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement

- Minimum Credit: 30 credits
- Minimum Residence Credit Requirement: 16 credits
- Minimum Graduate Coursework Requirement: Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement

- 3.00 GPA required.

Other Grade Requirements

- The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

- There are no degree-specific assessments and examinations outside of those given in individual courses.

Language Requirements

- n/a

REQUIRED COURSES

Specific course selection is very flexible and draws upon a variety of courses. The required coursework is designed to complement each student's interests and background in biomedical engineering.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two semesters of B M E 701 Seminar in Biomedical Engineering</td>
<td>Research (such as B M E 790)</td>
<td>6</td>
</tr>
<tr>
<td>Coursework</td>
<td>At least 12 credits of College of Engineering courses, 400 level or above</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>At least 15 credits, 400 level or above, in one area of specialization</td>
<td></td>
</tr>
<tr>
<td></td>
<td>At least 3 credits of bioscience from the following list (or other bioscience course with advisor approval):</td>
<td></td>
</tr>
<tr>
<td>ANAT&amp;PHY 335</td>
<td>Physiology</td>
<td></td>
</tr>
<tr>
<td>ANAT&amp;PHY 435</td>
<td>Fundamentals of Human Physiology</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
<td></td>
</tr>
<tr>
<td>B M E 601</td>
<td>Special Topics in Biomedical Engineering (Topic in Physiology for Biomedical Engineering Students)</td>
<td></td>
</tr>
<tr>
<td>CRB 640</td>
<td>Fundamentals of Stem Cell and Regenerative Biology</td>
<td></td>
</tr>
<tr>
<td>CRB 650</td>
<td>Molecular and Cellular Organogenesis</td>
<td></td>
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</table>

1 Areas of specialization are defined by the student and faculty advisor in relation to each student's research. Please keep written communication (emails are acceptable) of approvals from your faculty advisor.

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

A student may transfer graduate coursework from other institutions with program approval. These courses may not be used toward the Graduate School's Minimum Graduate Residence Credit. Coursework earned five years or more prior to admission to the master's program is not allowed to satisfy requirements. Reach out to the BME Graduate Coordinator for more information.

UW–Madison Undergraduate

A student who has completed their bachelor's degree at UW-Madison may transfer 6 credits of coursework with program approval. These courses must be coursework numbered 400 level or above. Coursework earned five or more years prior to admission to a M.S. degree is not allowed to satisfy requirements. These courses may not be used toward the Graduate School's Minimum Graduate Residence Credit.

UW–Madison University Special

A maximum of 15 credits from the UW–Madison University Special student career may count toward program requirements. Minimum graduate resident credits requirement and minimum graduate degree credit requirement: allowed up to 15 credits numbered 300 or above. Minimum graduate coursework (50%) requirement: allowed up to
15 credits numbered 700 or above. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE
Every BME graduate student must have a faculty advisor. A faculty advisor provides the student with academic guidance in their course program and research oversight. The advisor must be a primary BME faculty or a BME affiliate; if the advisor is a BME affiliate, the student must identify a primary BME faculty to serve as co-advisor. Graduate students should always seek advice from their advisor prior to enrolling for courses.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Full-time students usually complete an M.S. in BME in one or two years.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

BME Grievance Procedures
If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance.

Step 1
The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties, or reach out to the Graduate Student Services Coordinator or Associate Chair of BME Graduate Advising for additional assistance. These activities do not rise to the level of a formal grievance; however, the student is encouraged to keep documentation of these interactions as they may be useful if a formal grievance is pursued.

Step 2
Should a satisfactory resolution not be achieved, a formal grievance can be filed with the BME Grievance Committee. To do so, the student contacts the Department Administrator, who will provide the student with the name of the current chair of the Grievance Committee. The student will then contact the Chair of the Grievance Committee, who will reply within seven calendar days. If the grievance is with the current Chair of the Grievance Committee, please let the Department Administrator know and they will identify an alternate committee member to contact. It is advised that grievances are filed within 60 calendar days of the alleged unfair treatment to enable a thorough investigation.

Step 3
If the student does not feel comfortable working through the departmental process, they are encouraged to seek out other campus resources including:

- The Assistant Dean for Graduate Affairs in the College of Engineering
- The Graduate School
- UW Division of Diversity, Equity & Educational Achievement (DDEEA)
- McBurney Disability Resource Center
- Employee Assistance Office
- Ombuds Office
- University Health Services

Step 4
At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has ten working days to file a written appeal to the School/College. For more information, students should consult the College of Engineering Academic Advising Policies and Procedures.
Step 5

Documentation of the grievance will be stored for at least seven years. Significant grievances that set a precedent will be stored indefinitely. The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

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BIOMEDICAL ENGINEERING, PH.D.

Biomedical engineering is the application of engineering tools for solving problems in biology and medicine. It is an engineering discipline that is practiced by professionals trained primarily as engineers, who specialize in medical and biological applications. This area of study combines fundamentals of the biomedical sciences with advanced engineering methods of analysis and design, and brings together these two fields in order to contribute to the design of new medical instruments and devices, apply engineering principles for understanding and repairing the human body and other biological systems, and use engineering tools for decision making and cost containment.

The interdisciplinary degree program offers a course of graduate study leading to the master of science or the doctor of philosophy degrees in biomedical engineering. The Department of Biomedical Engineering should be of interest to students who wish to practice engineering or engage in research in an engineering specialization in medicine and biology. An individualized course of study is planned with a faculty advisor. Biomedical engineering faculty and affiliated faculty come from the various colleges and professional schools throughout the university. They specialize in biomedical engineering areas as diverse as biomechanics, bioinstrumentation, biomedical imaging and biophotonics, micro and nanotechnology, systems biology, biomaterials, cellular engineering, tissue engineering, neuroengineering, and rehabilitation and human performance. A list of biomedical engineering faculty, affiliated faculty, and their respective areas of specialization is available from the department website.
ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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PROGRAM RESOURCES

It is our experience that nearly all doctoral students in the BME department obtain funding, but there are no guarantees. A limited number receive fellowships.

Research assistantships are available from individual faculty based on their research funding and awarded when grants are funded and after applications for BME admission are accepted. Sometimes there are project assistantships, teaching assistantships, and traineeships also available.

ADMITTED WITH FUNDING

We have a limited number of university or departmental fellowships to offer each year. In addition, there are research assistantships that are offered to graduate students from individual faculty members. Teaching assistantships (TA) are possible through specific departments with more opportunity in lower-level courses, such as calculus, chemistry, and physics. Often, funding matches with specific faculty occur during the Visit Wisconsin Weekend in the spring.

ADMITTED WITHOUT FUNDING

If you are admitted without funding, please know that you will be considered by BME faculty for potential support. You are also encouraged to contact faculty in BME (https://directory.engr.wisc.edu/bme/faculty/) whose research is of particular interest. Please wait to hear from us about your admission without aid before contacting faculty for support. You may also apply to BME specific TA positions after being admitted or other TA positions on campus.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>60 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (30 credits out of 60 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>PhD candidates are required to pass a comprehensive qualifying examination, preliminary examination, and final oral defense. Deposit of the doctoral dissertation to the Graduate School is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M E 701</td>
<td>Research Credits (B M E 790, 890, 990)</td>
<td>at least 30</td>
</tr>
<tr>
<td></td>
<td>Coursework, including:</td>
<td>at least 26</td>
</tr>
<tr>
<td>B M E 703</td>
<td>Responsible Conduct of Research for Biomedical Engineers</td>
<td>2</td>
</tr>
<tr>
<td>B M E 602</td>
<td>Special Topics in Biomedical Engineering (Professional Development Skills in Biomedical Engineering)</td>
<td>3</td>
</tr>
</tbody>
</table>

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
One set of Ph.D. track requirements (credits vary; see below).

Total Credits 60

Students who follow the Ph.D. coursework guidelines should fulfill the Biomedical Engineering: Research, M.S. (https://guide.wisc.edu/graduate/biomedical-engineering/biomedical-engineering-ms/biomedical-engineering-research-ms/) requirements. They may file for that degree prior to their preliminary examination.

Biomaterials & Tissue Engineering Track

Biomaterials and tissue engineering employ a diverse range of approaches to develop methods to diagnose and treat diseases, create living tissue environments that may be used to restore the function of a damaged organ, and uncover biological mechanisms related to tissue development and disease. Graduate students trained in biomaterials and tissue engineering are expected to gain a detailed understanding of cellular and molecular biology, materials science, and engineering methods relevant to their research focus.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ZOOLOGY 570</td>
<td>Cell Biology</td>
<td>3</td>
</tr>
<tr>
<td>ZOOLOGY/BIOCHEM/PHMCOL-M 630</td>
<td>Cellular Signal Transduction Mechanisms</td>
<td></td>
</tr>
<tr>
<td>CRB 640</td>
<td>Fundamentals of Stem Cell and Regenerative Biology</td>
<td></td>
</tr>
<tr>
<td>CRB 650</td>
<td>Molecular and Cellular Organogenesis</td>
<td></td>
</tr>
<tr>
<td>ONCOLOGY 401</td>
<td>Introduction to Experimental Oncology</td>
<td></td>
</tr>
<tr>
<td>MATH 443</td>
<td>Applied Linear Algebra</td>
<td>2-3</td>
</tr>
<tr>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
<td>3-6</td>
</tr>
<tr>
<td>B M I/COMP SCI 776</td>
<td>Advanced Bioinformatics</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 765</td>
<td>Data Visualization</td>
<td></td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td></td>
</tr>
<tr>
<td>STAT/B M I 877</td>
<td>Statistical Methods for Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>B M E/PHM SCI 430</td>
<td>Biological Interactions with Materials</td>
<td></td>
</tr>
<tr>
<td>B M E/CBE 510</td>
<td>Introduction to Tissue Engineering</td>
<td></td>
</tr>
<tr>
<td>B M E 511</td>
<td>Tissue Engineering Laboratory</td>
<td></td>
</tr>
<tr>
<td>B M E/CBE 520</td>
<td>Stem Cell Bioengineering</td>
<td></td>
</tr>
<tr>
<td>B M E 545</td>
<td>Engineering Extracellular Matrices</td>
<td></td>
</tr>
<tr>
<td>B M E 550</td>
<td>Introduction to Biological and Medical Microsystems</td>
<td></td>
</tr>
<tr>
<td>B M E 630</td>
<td>Nanomaterials for Biomedical Applications</td>
<td></td>
</tr>
<tr>
<td>CBE 540</td>
<td>Polymer Science and Technology</td>
<td></td>
</tr>
<tr>
<td>CBE 562</td>
<td>Special Topics in Chemical Engineering (Cellular Biomannufacturing)</td>
<td></td>
</tr>
<tr>
<td>CBE 648</td>
<td>Synthetic Organic Materials in Biology and Medicine</td>
<td></td>
</tr>
</tbody>
</table>

Elective Requirement 6

To provide breadth, at least 6 credits of electives must be chosen from courses that are not listed above.

Biomedical Imaging & Optics Track

Biomedical imaging and optics research develops and utilizes new experimental and computational tools to characterize tissue structure across multiple size scales. A particular focus is on human health, especially with respect to achieving superior diagnostic/prognostic tools for a spectrum of diseased states. Graduate students trained in this track are expected to gain a detailed understanding of mathematics, biology and engineering both optical and/or physical methods relevant to their research focus.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 443</td>
<td>Applied Linear Algebra</td>
<td>3</td>
</tr>
<tr>
<td>ANAT&amp;PHY 335</td>
<td>Physiology</td>
<td>3-5</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td></td>
</tr>
<tr>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
<td>3-6</td>
</tr>
<tr>
<td>B M I/COMP SCI 776</td>
<td>Advanced Bioinformatics</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 765</td>
<td>Data Visualization</td>
<td></td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td></td>
</tr>
<tr>
<td>STAT/B M I 877</td>
<td>Statistical Methods for Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>B M E/PHM SCI 430</td>
<td>Biological Interactions with Materials</td>
<td></td>
</tr>
<tr>
<td>B M E/CBE 510</td>
<td>Introduction to Tissue Engineering</td>
<td></td>
</tr>
<tr>
<td>B M E 511</td>
<td>Tissue Engineering Laboratory</td>
<td></td>
</tr>
<tr>
<td>B M E/CBE 520</td>
<td>Stem Cell Bioengineering</td>
<td></td>
</tr>
<tr>
<td>B M E 545</td>
<td>Engineering Extracellular Matrices</td>
<td></td>
</tr>
<tr>
<td>B M E 550</td>
<td>Introduction to Biological and Medical Microsystems</td>
<td></td>
</tr>
<tr>
<td>B M E 630</td>
<td>Nanomaterials for Biomedical Applications</td>
<td></td>
</tr>
<tr>
<td>CBE 540</td>
<td>Polymer Science and Technology</td>
<td></td>
</tr>
<tr>
<td>CBE 562</td>
<td>Special Topics in Chemical Engineering (Cellular Biomannufacturing)</td>
<td></td>
</tr>
<tr>
<td>CBE 648</td>
<td>Synthetic Organic Materials in Biology and Medicine</td>
<td></td>
</tr>
</tbody>
</table>

Imaging Requirement 9
**Biomedical Engineering, Ph.D.**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M E/ MED PHYS 530</td>
<td>Medical Imaging Systems</td>
<td></td>
</tr>
<tr>
<td>B M E/ MED PHYS 573</td>
<td>Medical Image Science: Mathematical and Conceptual Foundations</td>
<td></td>
</tr>
<tr>
<td>B M E/ MED PHYS 574</td>
<td>Imaging in Medicine: Applications</td>
<td></td>
</tr>
<tr>
<td>B M E/ MED PHYS 575</td>
<td>Diagnostic Ultrasound Imaging</td>
<td></td>
</tr>
<tr>
<td>B M E/ MED PHYS 578</td>
<td>Non-Ionizing Diagnostic Imaging</td>
<td></td>
</tr>
<tr>
<td>B M E/MED PHYS/ PHMCOL-M/ PHYSICS/ RADIOL 619</td>
<td>Advances in Medical Magnetic Resonance</td>
<td></td>
</tr>
<tr>
<td>B M E/ CHEM MED PHYS 750</td>
<td>Biological Optical Microscopy</td>
<td></td>
</tr>
<tr>
<td>B M E 751 MED PHYS 777</td>
<td>Biomedical Optics and Biophotonics</td>
<td></td>
</tr>
</tbody>
</table>

**Elective Requirement**

To provide breadth, at least 6 credits of electives must be taken from courses that are not listed above.

**Total Credits**

21-23

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 The math requirement can be waived by a B- or better in the equivalent course in undergraduate. To request this waiver, please e-mail the Associate Chair of the PhD Degree a copy of your unofficial transcript and indicate the course you are proposing to use. The credits do not transfer; you will instead be able to take a math course of your choice or have a free elective, depending on the track.

**Biomechanics Track**

Biomechanists use experiments and computational tools to investigate the mechanical aspects of biological systems at levels ranging from whole organisms to organs, tissues, and cells. Graduate students trained in biomechanics are expected to gain a detailed understanding of mechanics, mathematics, biology, and engineering relevant to their research focus.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>To provide depth, 6 credits of Biomechanics courses are required. The remaining 6 credits may be selected from either the Advanced Mechanics or Biomechanics lists.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Biomechanics**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M E/M E 414</td>
<td>Orthopaedic Biomechanics - Design of Orthopaedic Implants</td>
<td></td>
</tr>
<tr>
<td>B M E/M E 415</td>
<td>Biomechanics of Human Movement</td>
<td></td>
</tr>
<tr>
<td>B M E/M E 505</td>
<td>Biofluidics</td>
<td></td>
</tr>
</tbody>
</table>

**Advanced Mechanics**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M E 602</td>
<td>Special Topics in Biomedical Engineering (Advanced Tissue Mechanics)</td>
<td></td>
</tr>
<tr>
<td>B M E/M E 603</td>
<td>Topics in Bio-Medical Engineering (FE (Finite Elements) for Biomechanics)</td>
<td></td>
</tr>
<tr>
<td>B M E/M E 603</td>
<td>Topics in Bio-Medical Engineering (Image-Based Biomechanics)</td>
<td></td>
</tr>
<tr>
<td>B M E/M E 615</td>
<td>Tissue Mechanics</td>
<td></td>
</tr>
</tbody>
</table>

**Biosciences**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANAT&amp;PHY 335</td>
<td>Physiology</td>
<td></td>
</tr>
<tr>
<td>ANAT&amp;PHY 435</td>
<td>Fundamentals of Human Physiology</td>
<td></td>
</tr>
<tr>
<td>KINES 773</td>
<td>Cardiorespiratory Adaptions to Environment and Exercise</td>
<td></td>
</tr>
<tr>
<td>ZOOLOGY 570</td>
<td>Cell Biology</td>
<td></td>
</tr>
</tbody>
</table>

**Elective Requirement**

To provide breadth, electives must be courses that are not listed above. Some recommendations are below.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M E/C E 439</td>
<td>Introduction to Robotics</td>
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</tr>
<tr>
<td>B M E/C E 462</td>
<td>Medical Instrumentation</td>
<td></td>
</tr>
<tr>
<td>B M E/ MED PHYS 530</td>
<td>Medical Imaging Systems</td>
<td></td>
</tr>
<tr>
<td>B M E/MED PHYS/ PHMCOL-M/ PHYSICS/ RADIOL 619</td>
<td>Microscopy of Life</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 368</td>
<td>Learning a Programming Language (note that there are multiple 1 credit options, including R, C++, and Matlab)</td>
<td></td>
</tr>
<tr>
<td>MATH 443</td>
<td>Applied Linear Algebra</td>
<td></td>
</tr>
<tr>
<td>MATH 519</td>
<td>Ordinary Differential Equations</td>
<td></td>
</tr>
<tr>
<td>MATH 619</td>
<td>Analysis of Partial Differential Equations</td>
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</tr>
<tr>
<td>M/E/COMP SCI/E C E 532</td>
<td>Matrix Methods in Machine Learning</td>
<td></td>
</tr>
</tbody>
</table>
These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Medical & Microdevices Track**
Medical and microdevices involve the use of electronic and computational tools to develop devices used in diagnosis and treatment of disease ranging from the systemic to the cellular and molecular levels.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Mathematics Requirement</strong></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>MATH 443</td>
<td>Applied Linear Algebra</td>
<td></td>
</tr>
<tr>
<td>MATH 519</td>
<td>Ordinary Differential Equations</td>
<td></td>
</tr>
<tr>
<td>MATH 619</td>
<td>Analysis of Partial Differential Equations</td>
<td></td>
</tr>
<tr>
<td><strong>Biology Requirement</strong></td>
<td></td>
<td>3-5</td>
</tr>
<tr>
<td>ANAT&amp;PHY 335</td>
<td>Physiology</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/GENETICS/MICROBIO</td>
<td>Prokaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/GENETICS/MD GENET</td>
<td>Eukaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>PATH 750</td>
<td>Cellular and Molecular Biology/Pathology</td>
<td></td>
</tr>
<tr>
<td>ZOOLOGY/PSYCH 523</td>
<td>Neurobiology</td>
<td></td>
</tr>
<tr>
<td>ZOOLOGY 570</td>
<td>Cell Biology</td>
<td></td>
</tr>
<tr>
<td>ZOOLOGY/BIOCHEM/PHMCOL-M</td>
<td>Cellular Signal Transduction Mechanisms</td>
<td></td>
</tr>
<tr>
<td><strong>Data Analysis</strong></td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>COMP SCI 300</td>
<td>Programming II</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 320</td>
<td>Data Science Programming II</td>
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</tr>
<tr>
<td>COMP SCI 368</td>
<td>Learning a Programming Language (note that there are multiple 1 credit options, including R, C++, and Matlab)</td>
<td></td>
</tr>
<tr>
<td>E C E 630</td>
<td>All of Signal Processing</td>
<td></td>
</tr>
<tr>
<td><strong>Medical &amp; Microdevices</strong></td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>B M E/E C E 462</td>
<td>Medical Instrumentation</td>
<td></td>
</tr>
<tr>
<td>B M E 515</td>
<td>Therapeutic Medical Devices</td>
<td></td>
</tr>
<tr>
<td>B M E/ MED PHYS 535</td>
<td>Introduction to Energy-Tissue Interactions</td>
<td></td>
</tr>
<tr>
<td>B M E 550</td>
<td>Introduction to Biological and Medical Microsystems</td>
<td></td>
</tr>
<tr>
<td>B M E 602</td>
<td>Special Topics in Biomedical Engineering (Intro. to Neuroengineering and/or Medical Design &amp; Manufacturing)</td>
<td></td>
</tr>
</tbody>
</table>

**Neuroengineering Track**
Neuroengineering is the convergence of neuroscience, computation, device development, and mathematics to improve human health. Neuroengineering brings together state-of-the-art technologies for the development of devices and algorithms to assist those with neural disorders. It is also used to reverse engineer living neural systems via new algorithms, technologies and robotics. Students pursuing this track are involved in all of these endeavors so as the next generation of engineers, they will transcend the traditional boundaries of neuroscience, technology, engineering and mathematics.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Mathematics Requirement</strong></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>MATH 443</td>
<td>Applied Linear Algebra</td>
<td></td>
</tr>
<tr>
<td><strong>Data Analysis</strong></td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>COMP SCI 320</td>
<td>Data Science Programming II</td>
<td></td>
</tr>
<tr>
<td>COMP SCI 368</td>
<td>Learning a Programming Language (note that there are multiple 1 credit options, including R, C++, and Matlab)</td>
<td></td>
</tr>
<tr>
<td>E C E 630</td>
<td>All of Signal Processing</td>
<td></td>
</tr>
<tr>
<td><strong>Engineering Requirement</strong></td>
<td></td>
<td>9-12</td>
</tr>
<tr>
<td>B M E 515</td>
<td>Therapeutic Medical Devices</td>
<td></td>
</tr>
<tr>
<td>B M E 550</td>
<td>Introduction to Biological and Medical Microsystems</td>
<td></td>
</tr>
<tr>
<td>B M E 602</td>
<td>Special Topics in Biomedical Engineering (Intro. to Neuroengineering and/or Medical Design &amp; Manufacturing)</td>
<td></td>
</tr>
<tr>
<td>E C E/B M E 462</td>
<td>Medical Instrumentation</td>
<td></td>
</tr>
<tr>
<td>E C E/B M E 463</td>
<td>Computers in Medicine</td>
<td></td>
</tr>
<tr>
<td><strong>Neurobiology Requirement</strong></td>
<td></td>
<td>3-6</td>
</tr>
<tr>
<td>B M E/CBE 520</td>
<td>Stem Cell Bioengineering</td>
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</tr>
<tr>
<td>KINES 721</td>
<td>Neural Basis for Movement</td>
<td></td>
</tr>
<tr>
<td>KINES 861</td>
<td>Principles of Motor Control and Learning</td>
<td></td>
</tr>
<tr>
<td>NTP/NEURODPT 610</td>
<td>Cellular and Molecular Neuroscience</td>
<td></td>
</tr>
</tbody>
</table>
Systems Neuroscience

Neuronal Mechanisms for Sensation and Memory in Cerebral Cortex

Neurobiology of Disease

Design and Analysis of Psychological Experiments I

Perceptual and Cognitive Sciences

Development of the Nervous System

Electives

To provide breadth, 6 credits of electives must be from courses that are not listed above. Recommendations include:

ANAT&PHY 335: Physiology

COMP SCI/B M I 567: Medical Image Analysis

COMP SCI 766: Computer Vision

COMP SCI/B M I 767: Image Analysis

ECE/COMP SCI/I SY E 524: Introduction to Optimization

ECE/COMP SCI 533: Image Processing

ECE/COMP SCI/M E 539: Introduction to Artificial Neural Networks

MED HIST 545: Ethical and Regulatory Issues in Clinical Investigation

MED PHYS/ NTP 651: Methods for Neuroimaging

Total Credits 27-31

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 The math requirement can be waived by a B- or better in the equivalent course in undergraduate. To request this waiver, please e-mail the Associate Chair of the PhD Degree a copy of your unofficial transcript and indicate the course you are proposing to use. The credits do not transfer; you will instead be able to take a math course of your choice or have a free elective, depending on the track.

3 Engineering and Neurobiology courses must total at least 15 credits.

Systems & Synthetic Biology Track

Systems and synthetic biology utilizes experimental and computational tools in an iterative fashion to analyze and regulate biological systems.

Students interested in earning a doctoral minor in Quantitative Biology (p. 251): enrollment in B M E 780 Methods in Quantitative Biology is a requirement. Additionally, students will need to take one additional 3-credit course in quantitative science, biology, or integrated biology/quantitative science from the approved list of courses in the doctoral minor (this course counts toward the elective credits for this track).
Guidelines for students who earned a master's degree in another field at UW-Madison

1. Students who have earned a master's degree in another field at UW-Madison should contact the Associate Chair of the PhD Degree to understand remaining course requirements. A maximum of 7 credits can be counted from a separate MS degree, in compliance with the Graduate School’s Double Degrees policy (https://grad.wisc.edu/documents/double-degrees/).
2. Master's degree students who have been absent for five or more years lose all degree credits earned before their absence.
3. All students with a prior master's degree will need to complete the Qualifying Exams and Preliminary Exam requirements even if coursework requirements have been met. Please discuss your specific plan with the Associate Chair of the PhD Degree.

UW-Madison Undergraduate
A student who has completed their bachelor's degree at UW-Madison may transfer 6 credits of coursework with program approval. These courses must be coursework numbered 400 level or above. Coursework earned five or more years prior to admission to a Ph.D. degree is not allowed to satisfy requirements. These courses may not be used toward the Graduate School's Minimum Graduate Residence Credit.

UW-Madison University Special
A maximum of 15 credits from the UW-Madison University Special student career may count toward program requirements. Minimum graduate resident credits requirement and minimum graduate degree credit requirement: allowed up to 15 credits numbered 300 or above. Minimum graduate coursework (50%) requirement: allowed up to 15 credits numbered 700 or above. Coursework earned five or more years prior to admission to a Ph.D. program is not allowed to satisfy requirements.

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIORITY DAYS

Graduate Work from Other Institutions
A student may transfer graduate coursework from other institutions with program approval. These courses may not be used toward the Graduate School’s Minimum Graduate Residence Credit at UW-Madison (32 credits). Coursework earned five years or more prior to admission to the PhD program is not allowed to satisfy requirements. Reach out to the BME Graduate Coordinator for more information.

If a student earned a master's degree at another institution, the following guidelines apply:

1. If the previous degree was a master's in BME the program may waive up to 18 credits of PhD track coursework requirements. Note that the credits do not transfer; students must fulfill the remaining track requirements and then meet the 32 credit minimum at UW-Madison in order to advance to dissertator status (research credits count towards this minimum).
2. Those with a master's in other fields can earn a Master of Science in BME at UW-Madison; only 7 credits of coursework will be waived in this case.
3. All students with a prior master's will still need to complete the Qualifying Exams and Preliminary Exam but may be able to do so at an accelerated pace.
4. Master's degree credits earned five or more years prior to the initiation of the PhD program cannot be used for waivers.
5. To apply for waivers, students should develop a list of course equivalents between their chosen track and courses taken at their prior institution. This list, the syllabi, and all courses from the prior institution, and a copy of the unofficial transcript should be provided to the Associate Chair of the PhD Degree.

ADVISOR / COMMITTEE
Advisor: Every BME graduate student must have a faculty advisor. A faculty advisor provides the student with academic guidance in their course program and research oversight in their thesis. The advisor must be a primary BME faculty or a BME affiliate; if the advisor is a BME affiliate, the student must identify a primary BME faculty to serve as co-advisor within their first semester. Graduate students should always seek advice from their advisor and/or co-advisor prior to enrolling for courses.

Doctoral Committee: In addition to the committee requirements put forth by the Graduate School, BME has department-specific criteria that Ph.D. students must meet when forming their committees:

- Committees consist of at least 5 members (one more than the Graduate School's requirement of four)
- The student's advisor(s) must be on the committee
- A minimum of two primary BME faculty must be on the committee
- The Ph.D. committee chair must be a primary BME faculty - either the student's advisor or their co-advisor (if the advisor is an affiliate)
- At least one member must be from outside of the primary BME faculty.
- The Ph.D. committee chair must approve the other members of the committee and any committee changes.
- Students must have a yearly committee meeting after passing the preliminary exam.
CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Students typically complete their degree within six years of entering the program.

Within two years of entering their program, students are required to pass a comprehensive qualifying examination.
Within three years of entering their program, students are required to prepare for a preliminary examination.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:
• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

BME Grievance Procedures
If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance.

Step 1
The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties, or reach out to the Graduate Student Services Coordinator or Associate Chair of BME Graduate Advising for additional assistance. These activities do not rise to the level of a formal grievance; however, the student is encouraged to keep documentation of these interactions as they may be useful if a formal grievance is pursued.

Step 2
Should a satisfactory resolution not be achieved, a formal grievance can be filed with the BME Grievance Committee. To do so, the student contacts the Department Administrator, who will provide the student with the name of the current chair of the Grievance Committee. The student will then contact the Chair of the Grievance Committee, who will reply within seven calendar days. If the grievance is with the current Chair of the Grievance Committee, please let the Department Administrator know and they will identify an alternate committee member to contact. It is advised that grievances are filed within 60 calendar days of the alleged unfair treatment to enable a thorough investigation.

Step 3
If the student does not feel comfortable working through the departmental process, they are encouraged to seek out other campus resources including:
• The Assistant Dean for Graduate Affairs in the College of Engineering
• The Graduate School
• UW Division of Diversity, Equity & Educational Achievement (DDEEA)
• McBurney Disability Resource Center
• Employee Assistance Office
• Ombuds Office
• University Health Services

Step 4
At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has ten working days to file a written appeal to the School/College. For more information, students should consult the College of Engineering Academic Advising Policies and Procedures.

Step 5
Documentation of the grievance will be stored for at least seven years. Significant grievances that set a precedent will be stored indefinitely. The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
PROGRAM RESOURCES

THE INDIVIDUAL DEVELOPMENT PLAN (IDP)

An Individual Development Plan (IDP) ([https://grad.wisc.edu/pd/idp/](https://grad.wisc.edu/pd/idp/)) helps graduate students and postdoctoral researchers:

- assess current skills, interests, and strengths;
- make a plan for developing skills to meet academic and professional goals; and
- communicate with supervisors, advisors, and mentors about evolving goals and related skills.

The IDP is a document to be revisited again and again, to update and refine as goals change and/or come into focus, and to record progress and accomplishments.

The university recommends IDPs for all postdoctoral researchers and graduate students, and requires IDPs for all postdoctoral researchers and graduate students supported by National Institutes of Health (NIH) funding. See the Graduate School for more information and IDP resources ([https://grad.wisc.edu/pd/idp/](https://grad.wisc.edu/pd/idp/)).

ENGINEERING CAREER SERVICES

The Engineering Career Services ([https://ecs.wisc.edu/](https://ecs.wisc.edu/)) staff offers assistance to students searching or preparing for internships, co-ops, and jobs with well-recognized organizations.

THE WRITING CENTER

The Writing Center ([https://writing.wisc.edu/](https://writing.wisc.edu/)) is a campus-wide organization that provides free of charge, face-to-face and online consultations for students writing papers, reports, resumes, and applications.

LEARNING OUTCOMES

1. Demonstrate an ability to synthesize knowledge from a subset of the biological and physical sciences.
2. Conduct original research.
3. Demonstrate an ability to create new knowledge and communicate it to their peers.
4. Foster ethical and professional conduct.

PEOPLE

FACULTY

Paul Campagnola (Chair)
Randolph Ashton
David Beebe
Walter Block
Christopher Brace
Kevin Eliceiri
Shaoqin 'Sarah' Gong
Aviad Hai
Melissa Kinney
Pamela Kreeger
Wan-ju Li
Kip Ludwig
Kristyn Masters
Megan McClean

Beth Meyerand
William Murphy
Krishanu Saha
Melissa Skala
Darryl Thelen
Justin Williams
Colleen Witzenburg
Filiz Yesilkoy

INSTRUCTIONAL STAFF AND FACULTY ASSOCIATES

Amit Nimunkar
John Puccinelli
Tracy Jane Puccinelli
Darilis Suarez-Gonzalez
Aaron Suminski

See also Biomedical Engineering Faculty Directory ([http://directory.engr.wisc.edu/bme/](http://directory.engr.wisc.edu/bme/)).

QUANTITATIVE BIOLOGY, DOCTORAL MINOR

Technological innovations have revolutionized the scale and detail with which biological systems can be explored. With that revolution has come a demand for scientists who can develop and analyze quantitative and predictive models of biological systems. The doctoral minor in Quantitative Biology ([https://qbi.wisc.edu/](https://qbi.wisc.edu/)) is designed to complement the depth of training in biological or quantitative sciences that a student achieves through UW–Madison's graduate programs with the breadth that is needed to conduct research under this paradigm. In addition to coursework in biological, quantitative, and integrated courses, students in the program will take an inter-disciplinary research seminar to prepare them for research that crosses these boundaries. This training will prepare students for careers in academic and industrial settings, where the ability to cross disciplinary lines and work in teams with diverse expertise is critical.

ADMISSIONS

Candidates should have an undergraduate degree in a biological, quantitative, or physical science/engineering. A minimum GPA of 3.0 (on a 4.0 scale) is required.

Students interested in completing a Quantitative Biology minor should discuss with their thesis advisor and/or contact the minor’s faculty director to determine appropriate coursework.

REQUIREMENTS

Students who are candidates for the Ph.D. degree in any department or program may obtain an interdisciplinary minor in Quantitative Biology by earning:

- A minimum of 10 credits from the courses listed below, divided into four categories:
  - A required, 1-credit research seminar (students are advised to take during first year of graduate program)
  - One course from a quantitative science
Quantitative Biology, Doctoral Minor

- One course from a biological science
- One integrated course

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M E 780</td>
<td>Methods in Quantitative Biology</td>
<td>1</td>
</tr>
</tbody>
</table>

**Quantitative Courses (Choose One) 3-4**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBE 660</td>
<td>Intermediate Problems in Chemical Engineering</td>
</tr>
<tr>
<td>COMP SCI/E CE/ I SY E 524</td>
<td>Introduction to Optimization</td>
</tr>
<tr>
<td>COMP SCI 760</td>
<td>Machine Learning</td>
</tr>
<tr>
<td>MATH 443</td>
<td>Applied Linear Algebra</td>
</tr>
<tr>
<td>MATH/ COMP SCI 513</td>
<td>Numerical Linear Algebra</td>
</tr>
<tr>
<td>MATH/ COMP SCI 514</td>
<td>Numerical Analysis</td>
</tr>
<tr>
<td>MATH 519</td>
<td>Ordinary Differential Equations</td>
</tr>
<tr>
<td>MATH 531</td>
<td>Probability Theory</td>
</tr>
<tr>
<td>MATH 605</td>
<td>Stochastic Methods for Biology</td>
</tr>
<tr>
<td>MATH 608</td>
<td>Mathematical Methods for Physical Modeling in Biology</td>
</tr>
<tr>
<td>MATH 619</td>
<td>Analysis of Partial Differential Equations</td>
</tr>
<tr>
<td>MATH/ COMP SCI 714</td>
<td>Methods of Computational Mathematics I</td>
</tr>
<tr>
<td>STAT/MATH 431</td>
<td>Introduction to the Theory of Probability</td>
</tr>
<tr>
<td>STAT/B M I 541</td>
<td>Introduction to Biostatistics</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/ HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/ HORT 572</td>
<td>Statistical Methods for Bioscience II</td>
</tr>
<tr>
<td>STAT 609</td>
<td>Mathematical Statistics I</td>
</tr>
<tr>
<td>STAT 610</td>
<td>Introduction to Statistical Inference</td>
</tr>
<tr>
<td>STAT/I SY E/ MATH/OTM 632</td>
<td>Introduction to Stochastic Processes</td>
</tr>
<tr>
<td>STAT/MATH 709</td>
<td>Mathematical Statistics</td>
</tr>
<tr>
<td>STAT/MATH 710</td>
<td>Mathematical Statistics</td>
</tr>
</tbody>
</table>

**Integrated Courses (Choose One) 3**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M E 556</td>
<td>Systems Biology: Mammalian Signaling Networks</td>
</tr>
<tr>
<td>B M E/CBE 782</td>
<td>Modeling Biological Systems</td>
</tr>
<tr>
<td>B M E/CBE 783</td>
<td>Design of Biological Molecules</td>
</tr>
<tr>
<td>B M I/ COMP SCI 576</td>
<td>Introduction to Bioinformatics</td>
</tr>
<tr>
<td>B M I 606</td>
<td>Mathematical Methods for Systems Biology</td>
</tr>
<tr>
<td>B M I/BIOCHEM/ BMOLCHEM/ MATH 609</td>
<td>Advanced Bioinformatics</td>
</tr>
<tr>
<td>B M I/ COMP SCI 776</td>
<td>Statistical Methods for Molecular Biology</td>
</tr>
<tr>
<td>B M I/STAT 877</td>
<td>Statistical Methods for Molecular Biology</td>
</tr>
</tbody>
</table>

**Biological Courses (Choose One) 2-3**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
</tr>
<tr>
<td>BIOCHEM 601</td>
<td>Protein and Enzyme Structure and Function</td>
</tr>
<tr>
<td>BIOCHEM/ GENETICS/ MICROBIO 612</td>
<td>Prokaryotic Molecular Biology</td>
</tr>
<tr>
<td>BIOCHEM/ GENETICS/ MD GENET 620</td>
<td>Eukaryotic Molecular Biology</td>
</tr>
<tr>
<td>BIOCHEM/ BOTANY 621</td>
<td>Plant Biochemistry</td>
</tr>
<tr>
<td>BIOCHEM 625</td>
<td>Mechanisms of Action of Vitamins and Minerals</td>
</tr>
<tr>
<td>BIOCHEM/ PHMCOL-M/ ZOOLOGY 630</td>
<td>Cellular Signal Transduction Mechanisms</td>
</tr>
<tr>
<td>BIOCHEM/ CHEM 704</td>
<td>Chemical Biology</td>
</tr>
<tr>
<td>GENETICS 466</td>
<td>Principles of Genetics</td>
</tr>
<tr>
<td>GENETICS/ BOTANY/M M &amp; I/ PL PATH 655</td>
<td>Biology and Genetics of Fungi</td>
</tr>
<tr>
<td>GENETICS 701</td>
<td>Advanced Genetics</td>
</tr>
<tr>
<td>MICROBIO 607</td>
<td>Advanced Microbial Genetics</td>
</tr>
<tr>
<td>MICROBIO 625</td>
<td>Advanced Microbial Physiology</td>
</tr>
<tr>
<td>MICROBIO/ BMOLCHEM 668</td>
<td>Microbiology at Atomic Resolution</td>
</tr>
<tr>
<td>ONCOLOGY 703</td>
<td>Carcinogenesis and Tumor Cell Biology</td>
</tr>
<tr>
<td>PATH 750</td>
<td>Cellular and Molecular Biology/ Pathology</td>
</tr>
<tr>
<td>ZOOLOGY 570</td>
<td>Cell Biology</td>
</tr>
</tbody>
</table>

**PEOPLE**

QBI PhD minor committee:

A. Gitter (BMI)
M. McClean (BME)
S. Roy (BME)
O. Venturelli (Biochem)

For a complete list of relevant QBio faculty, please see All Faculty ([https://qbi.wisc.edu/research/all-faculty/](https://qbi.wisc.edu/research/all-faculty/)).
BIOSTATISTICS AND MEDICAL INFORMATICS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Biomedical Data Science, M.S. (p. 253)
• Biomedical Data Science, Ph.D. (p. 257)

BIOMEDICAL DATA SCIENCE, M.S.

The current explosion of biomedical data provides an awesome opportunity to improve understanding of the mechanisms of disease and ultimately to improve human health care. However, fully harnessing the power of high-dimensional, heterogeneous data requires a new blend of skills including programming, data management, data analysis, and machine learning.

The M.S. degree program in biomedical data science covers core concepts and allows for concentrated coursework, in both methodology and application.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 12</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
</tbody>
</table>

English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT)

The MCAT may be accepted as an alternate to the GRE.

Letters of Recommendation

Required

Potential students include both those with bachelor’s degrees in an area of data-science (e.g., computer science, statistics), as well as health professionals and clinicians (e.g., M.D.’s, Pharm.D.’s, R.N.’s). It is expected that admitted candidates will have demonstrated an aptitude for computer science and math, fundamental programming skills, knowledge of data structures and algorithms, and at least two semesters of college calculus. We will however consider candidates who have a wide range of undergraduate backgrounds; providing opportunities to develop necessary skills immediately upon entering the program.

Applying to the Program:

• A formal online application (https://grad.wisc.edu/apply/) with required fee through the UW–Madison Graduate School
• Three letters of recommendation
• Transcripts from each higher-education institution attended
• A statement of purpose
• GRE or MCAT scores
• Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score (TOEFL, MELAB, or IELTS)
• Evidence of quantitative preparation, including at least two semesters of college calculus (similar to MATH 221 - MATH 222) and either a course in linear algebra (similar to MATH 340) or courses in programming and data structures

Application Deadline: January 12

For additional information about admission to the program, see MS Program in Biomedical Data Science (https://www.biostat.wisc.edu/content/ms_program_in_biomedical_data_science/) on the department website.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Funding guarantees are not provided for students in this program. Students are encouraged to explore funding options available across campus.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
### MAJOR REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

**Requirements Detail**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>31 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of the coursework (16 out of 31 total credits) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B or above in all core curriculum coursework.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>No formal examination required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code/Course Details</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Concentration Electives</strong></td>
<td>12 Credits</td>
</tr>
<tr>
<td>I SY E 517</td>
<td>Decision Making in Health Care</td>
</tr>
<tr>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
</tr>
<tr>
<td>or B M I/POP HLTH 551</td>
<td>Introduction to Biostatistics for Population Health</td>
</tr>
</tbody>
</table>

In consultation with their faculty advisor, students will select electives in an area of concentration within biomedical data science. Examples include but are not limited to:

<table>
<thead>
<tr>
<th>Code/Course Details</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E/B M I 617</td>
<td>Health Information Systems</td>
</tr>
<tr>
<td>B M I/STAT 641</td>
<td>Statistical Methods for Clinical Trials</td>
</tr>
<tr>
<td>B M I/STAT 642</td>
<td>Statistical Methods for Epidemiology</td>
</tr>
<tr>
<td>B M I/POP HLTH 651</td>
<td>Advanced Regression Methods for Population Health</td>
</tr>
<tr>
<td>B M I/STAT 741</td>
<td>Survival Analysis Theory and Methods</td>
</tr>
<tr>
<td>B M I/COMP SCI 767</td>
<td>Computational Methods for Medical Image Analysis</td>
</tr>
<tr>
<td>B M I/STAT 768</td>
<td>Statistical Methods for Medical Image Analysis</td>
</tr>
<tr>
<td>B M I/COMP SCI 776</td>
<td>Advanced Bioinformatics</td>
</tr>
<tr>
<td>B M I 826</td>
<td>Special Topics in Biostatistics and Biomedical Informatics (Topic: Computational Network Biology)</td>
</tr>
<tr>
<td>B M I/STAT 877</td>
<td>Statistical Methods for Molecular Biology</td>
</tr>
</tbody>
</table>

**Data Science Electives** 12

12 credits

In consultation with their faculty advisor, students will select two courses as electives in computer science and/or statistics. Coursework of high relevance includes the following areas:

<table>
<thead>
<tr>
<th>Code/Course Details</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT 609</td>
<td>Mathematical Statistics I</td>
</tr>
<tr>
<td>STAT 610</td>
<td>Introduction to Statistical Inference</td>
</tr>
<tr>
<td>STAT 627</td>
<td>Professional Skills in Data Science</td>
</tr>
<tr>
<td>STAT 771</td>
<td>Statistical Computing</td>
</tr>
<tr>
<td>STAT 849</td>
<td>Theory and Application of Regression and Analysis of Variance I</td>
</tr>
<tr>
<td>STAT 850</td>
<td>Theory and Application of Regression and Analysis of Variance II</td>
</tr>
<tr>
<td>COMP SCI 577</td>
<td>Introduction to Algorithms</td>
</tr>
<tr>
<td>COMP SCI 787</td>
<td>Advanced Algorithms</td>
</tr>
<tr>
<td>COMP SCI 766</td>
<td>Computer Vision</td>
</tr>
</tbody>
</table>
Total Credits

Electives

Research

Research Ethics Course

1. Between the Concentration Electives and Data Science Electives, students must complete at least 6 credits of computer sciences-oriented courses and 6 credits of statistics-oriented courses. Computer sciences-oriented courses include those in the Department of Computer Sciences course listing (COMP SCI). Statistics-oriented courses include those in the Department of Statistics course listing (STAT), in addition to B M I/POP HLTH 552 Regression Methods for Population Health and B M I/POP HLTH 651 Advanced Regression Methods for Population Health. A specific section of B M I 826 Methods for Population Health includes the Responsible Conduct of Research for Biomedical Graduate Students.

2. Graduate students must have knowledge of basic operations research (like I SY E 323) in order to be successful in this course.

3. Students who take only 3 credits of research may need an additional electives course to reach the program minimum requirement.

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior Coursework

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW-Madison Undergraduate

With program approval, students are allowed up to 7 credits numbered 300 or above from a UW-Madison undergraduate degree to count toward the degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW-Madison University Special

With program approval, students are allowed to count no more than 9 credits of course work numbered 300 or above taken as a UW-Madison Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

Probation

The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

Advisor / Committee

All students are required to conduct a yearly progress report meeting with their advisor, scheduled by December 17 and completed by April 30.

Credits Per Term Allowed

15 credits
TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs
The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor's name on the program's Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

**Procedures**

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program's grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student's satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievance first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store

Exclusions
This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://
documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.

   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.

   c. The grievance advisor or program director will share the response with the student filing the grievance.

   d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur.

   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.

   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student's graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student's initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee's recommendation.

   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER

Funding guarantees are not provided for students in this program. Students are encouraged to explore funding options available across campus.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Understand, apply, and evaluate common informatics theories, methods, and tools related to biological and biomedical problems, health care and public health.
2. Apply, adapt, and validate an existing approach to a specific biomedical and health problem.
3. Produce solutions that address academic or industrial needs using informatics tools and knowledge.
4. Evaluate the impact of biomedical informatics applications and interventions.
5. Understand the challenges and limitations of technological solutions.
6. Demonstrate scholarly oral and written presentations.
7. Adhere to the professional and legal standards of conduct in Biomedical Data Science.

PEOPLE

Faculty: Broman, Buchanan, Burnside, Chappell, Chen, Chung, Craven, Dewey, Doan, Dyer, Elwert, Gangnon, Gianola, Gitter, Keles, Kendziorski, Kim, Lu, Mao, Mumford, Newton (chair), Ong, Palta, Patel, Peissig, Rosa, Rosenberg, Roy, Sing, Sorkness, Tang, Yandell, Velten, Wang, Yu, Zhang, Zhu

BIOMEDICAL DATA SCIENCE, PH.D.

The current explosion of biomedical data provides an awesome opportunity to improve understanding of the mechanisms of disease and ultimately to improve human health care. However, fully harnessing the power of high-dimensional, heterogeneous data requires a new blend of skills including programming, data management, data analysis, and machine learning.
Blending the best of statistics and computer sciences, biostatistics and biomedical informatics, this program provides students the training they need to make sense of large-scale biomedical data, and to be scientific leaders in the team science that invariably accompanies such data. Unique features of the program include cross-training in computer science and biostatistics, and research rotations mentored by a program faculty member jointly with a scientific collaborator.

### ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>The MCAT may be accepted as an alternate to the GRE.</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Potential students include both those with bachelor’s degrees in an area of data-science (e.g., computer science, statistics), as well as health professionals and clinicians (e.g., M.D.’s, Pharm.D.’s, R.N.’s). It is expected that admitted candidates will have demonstrated an aptitude for computer science and math, fundamental programming skills, knowledge of data structures and algorithms, and at least two semesters of college calculus. We will however consider candidates who have a wide range of undergraduate backgrounds; providing opportunities to develop necessary skills immediately upon entering the program.

**Applying to the Program:**

- A formal online application (https://grad.wisc.edu/apply/) with required fee through the UW–Madison Graduate School
- Three letters of recommendation
- Transcripts from each higher-education institution attended
- A statement of purpose
- GRE or MCAT scores
- Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score (TOEFL, MELAB, or IELTS)
- Evidence of quantitative preparation, including at least two semesters of college calculus (similar to MATH 221 – MATH 222) and either a course in linear algebra (similar to MATH 340) or courses in programming and data structures

For additional information about admission to the program, see PhD Program in Biomedical Data Science (https://www.biostat.wisc.edu/PHD-Biomedical-Data-Science/) on the department website.

### FUNDING

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The program is designed such that almost all students who are accepted to the program will receive guaranteed funding for five years. This funding may take a number of forms including, but not limited to training grants, teaching assistantships, and research assistantships. For more information about funding opportunities, see Graduate Assistantships (https://grad.wisc.edu/studentfunding/currentstudents/).

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### MAJOR REQUIREMENTS

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail
Minimum Credit Requirement 51 credits
Minimum Residence Credit Requirement 32 credits
Minimum Graduate Coursework Requirement Half of degree coursework (26 out of 51 total credits) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.
Overall Graduate GPA Requirement 3.00 GPA required.
Other Grade Requirements Ph.D. candidates should maintain a 3.0 GPA in all core curriculum courses and may not have any more than two incompletes on their record at any one time.
Assessments and Examinations Students must complete an Oral Preliminary Exam, ideally taken in the students' third year.
Language Requirements No language requirements.
Doctoral Minor/ Breadth Requirements All doctoral students are required to complete a minor.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Core Topics</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Biostatistics 6-8</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Students select one of the following (Topics 1-2):</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Topic 1: Biostatistics Theory and Methods</td>
</tr>
<tr>
<td></td>
<td></td>
<td>STAT 609 &amp; STAT 610 Mathematical Statistics I and Introduction to Statistical Inference</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Topic 2: Biostatistical Methods</td>
</tr>
<tr>
<td></td>
<td></td>
<td>STAT 849 &amp; STAT 850 Theory and Application of Regression and Analysis of Variance I and Theory and Application of Regression and Analysis of Variance II</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Computer Science/Informatics 6-7</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Students select one of the following (Topics 3-6):</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Topic 3: Machine Learning / AI</td>
</tr>
<tr>
<td></td>
<td></td>
<td>COMP SCI 540 &amp; COMP SCI 760 Introduction to Artificial Intelligence and Machine Learning</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Topic 4: Database Systems</td>
</tr>
<tr>
<td></td>
<td></td>
<td>COMP SCI 564 &amp; COMP SCI 764 Database Management Systems: Design and Implementation and Topics in Database Management Systems</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Topic 5: Optimization</td>
</tr>
<tr>
<td></td>
<td></td>
<td>COMP SCI/ I SY E/ MATH/ STAT 525 &amp; COMP SCI/ I SY E/ MATH/ STAT 726 Linear Optimization and Nonlinear Optimization I</td>
</tr>
</tbody>
</table>

Additional Specializations 6-8
Students select any of the above or following topics (Topics 1-11):

Topic 6: Algorithms
COMP SCI 577 & COMP SCI 787 Introduction to Algorithms and Advanced Algorithms

Topic 7: Clinical Informatics
I SY E 417 & B M I/ I SY E 617 Health Systems Engineering and Health Information Systems

Topic 8: Clinical Biostatistics
B M I/STAT 641 & STAT/B M I 642 Statistical Methods for Clinical Trials and Statistical Methods for Epidemiology

Topic 9: Statistical Computing
Select two of the following courses:
STAT 627 Professional Skills in Data Science
STAT 771 Statistical Computing
STAT/ECON/ GEN BUS 775 Introduction to Bayesian Decision and Control I

Topic 10: Bioinformatics / Statistical Genomics
Select two of the following courses:
B M I/ COMP SCI 576 Introduction to Bioinformatics
B M I/ COMP SCI 776 Advanced Bioinformatics
B M I/STAT 877 Statistical Methods for Molecular Biology

Topic 11: Biomedical Image Analysis
Select two of the following courses:
COMP SCI 765 Data Visualization
COMP SCI 766 Computer Vision
B M I/ COMP SCI 767 Computational Methods for Medical Image Analysis
B M I/STAT 768 Statistical Methods for Medical Image Analysis

Biology Courses 6
Students consult with their advisor to select courses.

Research Ethics Course 1-2
B M I 826 Special Topics in Biostatistics and Biomedical Informatics (Topic: Ethics for Data Scientists)

B M I 826 is recommended. If a student is unable to take B M I 826, one of the following courses may be substituted:
ONCOLOGY 715 Ethics in Science
BIOCHEM 729 Advanced Topics (Topic: Responsible Conduct of Research)
NURSING 802 Ethics and the Responsible Conduct of Research
SURG SCI 812  Research Ethics and Career Development
OBS&GYN 955  Responsible Conduct of Research for Biomedical Graduate Students
OBS&GYN 956  Advanced Responsible Conduct of Research for Biomedical Students

Second-Year Literature Seminar
B M I 881 & B M I 882  Biomedical Data Science Scholarly Literature 1 and Biomedical Data Science Scholarly Literature 2

Third-Year Professional Skills Seminar
B M I 883 & B M I 884  Biomedical Data Science Professional Skills 1 and Biomedical Data Science Professional Skills 2

Electives
Electives are selected in consultation with the student’s faculty advisor.

Pre-Dissertation Research
Three semester-long research rotations (2 credits of B M I 899 Pre-dissertation Research per semester) concerning a substantive problem in biomedical data science, advised by a program faculty member in collaboration with a UW faculty member from the biological, biomedical, or population health sciences.

Students take additional research and elective credits to reach 51 credits.

Total Credits 51

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate course work from other institutions toward the graduate degree credit and graduate course work (50%) requirements. Course work earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
For well-prepared advanced students, a student’s program may decide to accept up to 7 credits numbered 300 or above of required or elective courses from the undergraduate work completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. However, this work would not be allowed to count toward the 50% graduate course work minimum unless taken at the 700 level or above. This work will not appear on the graduate career portion of UW–Madison transcript nor count toward the graduate career GPA. The Graduate School’s minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison.

UW–Madison University Special
After admission to a graduate program, the student’s program may decide to accept up to fifteen University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). In all these cases, the student would have to pay the difference in tuition for the terms in question. UW–Madison course work taken as a University Special student would not be allowed to count toward the 50% graduate course work minimum unless taken at the 700 level or above.

This work will not appear on the graduate career portion of UW–Madison transcript nor count toward the graduate career GPA.

PROBATION

The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

All students are required to conduct a yearly progress report meeting with their advisor, scheduled by December 17 and completed by April 30.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosotstudents.wisc.edu/bias-or-hatereporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosotstudents.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Medicine and Public Health

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquiries about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program's grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).

Exclusions

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor's name on the program's Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program's grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student's satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision
of the program’s faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program’s faculty committee. The following steps will occur:

a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.

c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.

e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER

n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulate the biological context of a research question and the scientific relevance of analysis results.

2. Communicate with scientific and quantitative (computational and statistical) colleagues about data analysis goals, methods, and results.

3. Extract the statistical or computational problems from a scientific problem. Develop, characterize, and implement suitable analysis methods to answer questions from biomedical data. Evaluate the validity of analysis methods.

4. Analyze data; extract knowledge and guide decisions based on biomedical data. Organize data and software so that quantitative analyses are meaningful and reproducible.

5. Critically evaluate quantitative approaches in the scientific literature.

6. Evaluate and develop study designs and recognize limitations and potential biases in research data sets.

7. Identify the ethical and regulatory issues surrounding a research project.

8. As part of a biological, biomedical or population health investigative team, serve as the leader in the area of rigorous computational and statistical investigation.

PEOPLE


BOTANY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/proFESSIONAL CERTIFICATES

• Botany, Doctoral Minor (p. 262)
• Botany, M.S. (p. 263)
• Botany, Ph.D. (p. 267)

PEOPLE

Faculty: Professors Ane, Baum, Cameron (chair), Emshwiller, Gilroy, Givnish, Hotchkiss, Otegui, Spalding, Sytsma; Associate Professors Maeda, Pringle; Assistant Professors Keeffer-Ring, McCulloh; Affiliate and Adjunct Faculty: Amasino, Damschen, Spooner, Wiedenhoft, P. Zedler

BOTANY, DOCTORAL MINOR

Any student enrolled in a UW–Madison doctoral program can pursue a doctoral minor in botany. The doctoral minor offers training in the field of botany and can be tailored to a student’s specific interests. A doctoral
minor in botany is an excellent way to gain a fundamental breadth of understanding of the basic properties of plant life.

**REQUIREMENTS**

Graduate students who wish to pursue an Option A external minor in the botany department should consult a faculty member within botany (their potential minor professor) or the chair of the botany graduate committee. Courses are chosen in conjunction with the chosen botany faculty member who serves as the minor advisor, and the student’s departmental advisor. A student may earn a doctoral minor in botany with 9 credits minimum in botany, including a seminar course, while in residence at UW–Madison. All 9 credits are either exclusively graduate-level botany courses numbered 700 and above or courses numbered 300 and above and identified as designed for graduate work. Directed study courses do not count toward the minor.

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**Faculty:** Professors Ane, Baum, Cameron (chair), Emshwiller, Gilroy, Givnish, Hotchkiss, Otegui, Spalding, Systsma; Associate Professors Maeda, Pringle; Assistant Professors Keefover-Ring, McCulloh; Affiliate and Adjunct Faculty: Amasino, Damschen, Spooner, Wiedenhof, P. Zedler

**BOTANY, M.S.**

The Department of Botany consists of 18 faculty members with about 45 graduate students pursuing M.S. and Ph.D. degrees. The American Council on Education Rating of Graduate Program Quality ranks the department among the top five departments of botany in the country.

Graduate students work with faculty and staff on a range of projects in plant biology at all levels of organization, from molecules, through cells and organs, to populations, communities, and lineages of organisms. Major research areas include molecular, cellular, and developmental biology; structural plant biology; ecology; evolution; and systematics. We also provide advanced instruction and opportunities for research in phycology, bryology, mycology, ethnobotany, paleoecology, conservation and restoration ecology, taxonomy, genetics, and physiology.

Increasingly, graduate student projects encompass two or more of these categories. Master’s students may complete a non-thesis program in conservation or restoration ecology designed to prepare them for careers in environmental consulting, natural resource agencies, and nongovernmental organizations.

Students interested in fields bordering botany will find rich opportunities for course work, collaborative research, and seminars in many other departments and schools such as Agronomy, Bacteriology, Biochemistry, Chemistry, Engineering, Entomology, Forest and Wildlife Ecology, Genetics, Geography, Geoscience, Horticulture, Physics, Plant Breeding/Plant Genetics, Plant Pathology, Soil Science, Zoology, and the Nelson Institute for Environmental Studies. Interdisciplinary work is encouraged.

Graduate study in the Department of Botany requires a combination of advanced course work, participation in seminars, and original research. Course requirements follow one of five tracks: general botany; ecology; evolution; molecular, cellular, and developmental biology; or the non-thesis master’s degree in conservation and restoration ecology. The department encourages students to pursue independent research soon after arriving. In consultation with the faculty advisor, each student selects a track that includes courses and research topics related to his or her interests and training in the array of techniques and approaches needed to pursue research.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>Summer Deadline</td>
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<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>The GRE subject test in Biology or in Cell and Molecular Biology is not required but, if available, will be considered.</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
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</tbody>
</table>

The Department of Botany will consider applicants for graduate degrees who surpass the minimum admissions requirements of the Graduate School. Candidates for fall admission should submit their full applications to the department by December 1 to be considered for financial support. Applications may be reviewed until April 15. The general Graduate Record Exam (GRE) is not required, but if available, will be considered in the admissions process. The GRE subject test in Biology or in Cell and Molecular Biology is not required but, if available, will be considered. Admission is based on the applicant’s statement of purpose, undergraduate record, letters of recommendation, experience in research, and the interests they share with one or more potential faculty advisors.

**FUNDING**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
PROGRAM RESOURCES

Financial support is available to qualified graduate students in the form of teaching, research and project assistantships and fellowships. Typically, there are approximately 35 graduate students who hold assistantships or fellowships in the botany department. In addition, graduate students are eligible for a number of intradepartmental awards and grants.

Graduate students who have a teaching, research or project assistantships of at least a 33.3% appointment (approximately 13.3 hours per week) for a fall or spring term are eligible to receive remission of full tuition. Fellowships or traineeships that are payrolled through the university and that carry stipends equivalent to at least a 33.3% research assistantship also qualify for remission of nonresident tuition. Tuition remission is conditionally awarded at the start of the semester based on the expectation that actual earnings during the semester will be at least 33.3% of the full-time rate. All students pay segregated fees. The only exception is that fellowships paid through the Graduate School have segregated fees waived in addition to tuition.

Assistantships and fellowships also provide eligibility for an excellent health insurance program, an extremely valuable benefit that provides single or family coverage that is more comprehensive than individuals can usually purchase on their own.

TEACHING ASSISTANTSHIPS

The most common source of support is a teaching assistantship. Historically, stipend rates for teaching and project assistants are governed by the Teaching Assistants' Association (TAA) bargaining unit.

To receive a teaching assistantship, candidates for admission must meet the following requirements:

- evidence (usually from the undergraduate transcript) of an appropriate background in the relevant subject matter of the course(s) to which appointment is being considered;
- evidence (usually from letters of recommendation or verbal communication) of the candidate's potential as a teaching assistant;
- an undergraduate GPA of 3.0 or above (on a 4.0 scale); and
- for students whose native language is not English, evidence of competence in spoken English through the SPEAK test that is administered by the UW. International applicants should note that a TA appointment is not normally possible during the first year of graduate study.

Current students, who apply for their first teaching assistantship, are also subject to the above criteria, as well as their performance as a graduate student. Reappointment as a teaching assistant depends upon satisfactory progress as a graduate student, satisfactory performance as a teaching assistant, and completing the Equity/Diversity TA Training.

Teaching assistants may be eligible for University teaching awards (https://grad.wisc.edu/taawards/), including the UW–Madison Early Excellence in Teaching Award, UW–Madison Exceptional Service Award, UW–Madison Innovation in Teaching Award, UW–Madison Capstone Ph.D. Teaching Award, and the College of Letters & Science Teaching Fellow.

RESEARCH OR PROJECT ASSISTANTSHIPS

Research and project assistantships are made possible by grants awarded to individual professors for particular research programs.

Recipients are selected by the individual professor concerned. Availability of research and project assistantships varies.

ADVANCED OPPORTUNITY FELLOWSHIPS

Advanced Opportunity Fellowships (AOF) are granted to the UW–Madison's Graduate School by the State of Wisconsin and are combined with other graduate education funds to support the recruitment and retention of highly qualified underrepresented students in UW–Madison graduate programs. Fellowships are competitive and merit based. AOF funding is intended to increase the racial and ethnic diversity of the graduate student population, as well as to support economically disadvantaged and first generation college students. AOF fellowships are paid through the Graduate School by the College of Letters & Science's Community of Graduate Research Scholars (http://ls.wisc.edu/current-students/graduate-students/cgrs/) (C-GRS) program.

EXTERNAL FELLOWSHIPS

Fellowships from professional societies and outside agencies provide another important source of aid for which students may apply either before or after commencing graduate work at UW–Madison. If necessary, external fellowships can often be supplemented with university funds up to prevailing university fellowship rates.

All qualified students who are US citizens, nationals or permanent resident aliens of the US are urged to apply to the National Science Foundation for the pre-doctoral fellowship competition. Students apply directly to NSF; the closing date is usually in early November. Please check the NSF website (http://www.nsf.gov/) for the application instructions and deadline.

INTRADEPARTMENTAL FELLOWSHIPS AND AWARDS

For more information on Intradepartmental Fellowships and Awards, please see the latest descriptions (https://botany.wisc.edu/financial-support/) on the botany website.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
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</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.
Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

<table>
<thead>
<tr>
<th>CURRICULAR REQUIREMENTS</th>
<th>Detail</th>
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<tbody>
<tr>
<td>Requirements</td>
<td>Detail</td>
</tr>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B or above in all track coursework.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>A written thesis or research report based on work conducted in a formal research course and a final oral exam are required of all students who expect to continue for the Ph.D. degree. All master’s theses must be deposited at Memorial Library. Students who wish to terminate their graduate studies at the master’s level may submit a literature review instead of a thesis.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
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<tr>
<th>COURSES REQUIRED</th>
<th>Detail</th>
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<tbody>
<tr>
<td>A minimum of 30 credits in natural sciences (undergraduate and graduate program courses combined) is required. A minimum of 6 credits in graduate-level botany courses must be completed at UW–Madison. Seminars and research credits do not count toward the 6 credits in botany. Courses may be required to address deficiencies in the following: GENETICS 466 Principles of Genetics or equivalent; CHEM 103 General Chemistry I and CHEM 104 General Chemistry II or equivalent; CHEM 341 Elementary Organic Chemistry or equivalent; a physics course including electricity and light; one semester of statistics; one semester of calculus. Contact the department for more information.</td>
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<tr>
<td>M.S. students complete a minimum of 16 credits while in residence at the UW, including:</td>
<td></td>
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<tr>
<td>- Courses required for their selected track (see below)</td>
<td></td>
</tr>
<tr>
<td>- Six (6) credits within the botany department (can also fulfill track requirements)</td>
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<tr>
<td>- Two (2) seminar courses</td>
<td></td>
</tr>
<tr>
<td>- Courses assigned by the Academic Advisory Committee and/or the student’s M.S. committee</td>
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<tr>
<td>- Research credits</td>
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</tbody>
</table>

Each graduate student in botany selects one of the following tracks:

**General Botany Track**
M.S. students must have one course from at least six of the seven.

- genetics,
- biochemistry, cell or molecular biology,
- plant physiology or plant developmental biology,
- cryptogamic botany,
- plant anatomy or morphology,
- ecology, and
- evolution or systematics

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Ecology Track**
M.S. students must have a minimum of five courses as follows:

- at least three courses (minimum of 9 credits) in ecology,
- one course in evolution, and
- one course in any of the following: systematics; cryptogamic botany; biochemistry, cell or molecular biology; plant physiology or plant developmental biology; plant anatomy or morphology; or genetics

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Evolution Track**
M.S. students must have a minimum of five courses, at least one from each of the following:

- evolution,
- systematics or cryptogamic botany,
- population or quantitative genetics,
- ecology, and
- one course in any of the following: biochemistry, cell or molecular biology; plant physiology or plant developmental biology; plant anatomy or morphology

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Molecular, Cellular, and Developmental Biology (MCDB) Track**
M.S. students must have a minimum of five courses, at least one from each of the following:

- plant anatomy or morphology,
- biochemistry, cell or molecular biology,
- plant physiology,
- plant developmental biology or genetics,
one course in any of the following: ecology; systematics; evolution; or cryptogamic botany

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Policies

Graduate School Policies
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior Coursework
Graduate Work from Other Institutions
No credits from other institutions are allowed to count toward the minimum graduate degree credit requirement and the minimum graduate coursework requirement.

UW-Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the minimum graduate degree credit requirement and the minimum graduate coursework requirement.

UW-Madison University Special
No credits earned as a UW-Madison Special student are allowed to count toward the minimum graduate residence credit requirement, the minimum graduate degree credit requirement, or the minimum graduate coursework requirement.

Probation
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

Advisor / Committee
A major professor must be chosen as soon as possible after beginning graduate study and in all cases by the end of the first year. A vice major professor is required.

Students meet with an advisory committee before their first semester and with their M.S. committee by the end of their first year to plan their coursework.

Students meet with their advisor on a regular basis to assess progress.

Credits Per Term Allowed
15 credits

Time Constraints
The master's degree should be completed within two and one-half years of study.

Grievances and Appeals
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

Other
Assistantships are only available for thesis M.S. and Ph.D. degrees.

Professional Development

Graduate School Resources
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

Learning Outcomes

1. Acquire and demonstrate fundamental understanding of the basic properties of plant life from the subcellular to the ecosystem level of organization.
2. Use critical elements of the methodological or theoretical framework in a specialized botanical subdiscipline to develop hypotheses, acquire scientific information, and interpret results in the context of the historical scientific literature.
3. Develop the skills of communicating scientific information, especially in written form.
5. Recognize and apply ethical conduct in the collection, analysis, and presentation of scientific data.
6. Develop the skills essential to critical debate, discussion, and exchange of scientific information among peers and audiences of diverse intellectual and personal backgrounds.

**PEOPLE**

**Faculty:** Professors Ane, Baum, Cameron (chair), Emshwiller, Gilroy, Givnish, Hotchkiss, Otegui, Spalding, Sytsma; Associate Professors Maeda, Pringle; Assistant Professors Keeover-Ring, McCulloh; Affiliate and Adjunct Faculty: Amasino, Damschen, Spooner, Wiedenhoft, P. Zedler

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<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record</td>
<td>Not required but may be considered if available.</td>
</tr>
<tr>
<td>Examinations)</td>
<td></td>
</tr>
<tr>
<td>English Proficiency</td>
<td>Every applicant whose native language is not</td>
</tr>
<tr>
<td>Test</td>
<td>English or whose undergraduate instruction was</td>
</tr>
<tr>
<td></td>
<td>not in English must provide an English proficiency</td>
</tr>
<tr>
<td></td>
<td>test score and meet the Graduate School minimum</td>
</tr>
<tr>
<td></td>
<td>requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g.,</td>
<td>The GRE subject test in Biology or in Cell and</td>
</tr>
<tr>
<td>GMAT, MCAT)</td>
<td>Molecular Biology is not required but, if available,</td>
</tr>
<tr>
<td></td>
<td>will be considered.</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

The Department of Botany will consider applicants for graduate degrees who surpass the minimum admissions requirements of the Graduate School. Candidates for fall admission should submit their full applications to the department by December 1 to be considered for financial support. Applications may be reviewed until April 15. The general Graduate Record Exam (GRE) is not required, but if available, will be considered in the admissions process. The GRE subject test in Biology or in Cell and Molecular Biology is not required but, if available, will be considered. Admission is based on the applicant's statement of purpose, undergraduate record, letters of recommendation, experience in research, and the interests they share with one or more potential faculty advisors.

### FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**GRADUATE SCHOOL RESOURCES**

Financial support is available to qualified graduate students in the form of teaching, research and project **assistantships** and **fellowships**. Typically, there are approximately 35 graduate students who hold

Typically, there are approximately 35 graduate students who hold
assistantships or fellowships in the botany department. In addition, graduate students are eligible for a number of intradepartmental awards and grants.

Graduate students who have a teaching, research or project assistantships of at least a 33.3% appointment (approximately 13.3 hours per week) for a fall or spring term are eligible to receive remission of full tuition. Fellowships or traineeships that are payrolled through the university and that carry stipends equivalent to at least a 33.3% research assistantship also qualify for remission of nonresident tuition. Tuition remission is conditionally awarded at the start of the semester based on the expectation that actual earnings during the semester will be at least 33.3% of the full-time rate. All students pay segregated fees. The only exception is that fellowships paid through the Graduate School have segregated fees waived in addition to tuition.

Assistantships and fellowships also provide eligibility for an excellent health insurance program, an extremely valuable benefit that provides single or family coverage that is more comprehensive than individuals can usually purchase on their own.

TEACHING ASSISTANTSHIPS

The most common source of support is a teaching assistantship. Historically, stipend rates for teaching and project assistants are governed by the Teaching Assistants’ Association (TAA) bargaining unit.

To receive a teaching assistantship, candidates for admission must meet the following requirements:

- evidence (usually from the undergraduate transcript) of an appropriate background in the relevant subject matter of the course(s) to which appointment is being considered;
- evidence (usually from letters of recommendation or verbal communication) of the candidate’s potential as a teaching assistant;
- an undergraduate GPA of 3.0 or above (on a 4.0 scale); and
- for students whose native language is not English, evidence of competence in spoken English through the SPEAK test that is administered by the UW. International applicants should note that a TA appointment is not normally possible during the first year of graduate study.

Current students, who apply for their first teaching assistantship, are also subject to the above criteria, as well as their performance as a graduate student. Reappointment as a teaching assistant depends upon satisfactory progress as a graduate student, satisfactory performance as a teaching assistant, and completing the Equity/Diversity TA Training.

Teaching assistants may be eligible for University teaching awards (https://grad.wisc.edu/taawards/), including the UW–Madison Early Excellence in Teaching Award, UW–Madison Exceptional Service Award, UW–Madison Innovation in Teaching Award, UW–Madison Capstone Ph.D. Teaching Award, and the College of Letters & Science Teaching Fellow.

RESEARCH OR PROJECT ASSISTANTSHIPS

Research and project assistantships are made possible by grants awarded to individual professors for particular research programs. Recipients are selected by the individual professor concerned. Availability of research and project assistantships varies.

ADVANCED OPPORTUNITY FELLOWSHIPS

Advanced Opportunity Fellowships (AOF) are granted to the UW–Madison’s Graduate School by the State of Wisconsin and are combined

with other graduate education funds to support the recruitment and retention of highly qualified underrepresented students in UW–Madison graduate programs. Fellowships are competitive and merit based. AOF funding is intended to increase the racial and ethnic diversity of the graduate student population, as well as to support economically disadvantaged and first generation college students. AOF fellowships are paid through the Graduate School by the College of Letters & Science’s Community of Graduate Research Scholars (http://ls.wisc.edu/current-students/graduate-students/cgrs/) (C-GRS) program.

EXTERNAL FELLOWSHIPS

Fellowships from professional societies and outside agencies provide another important source of aid for which students may apply either before or after commencing graduate work at UW–Madison. If necessary, external fellowships can often be supplemented with university funds up to prevailing university fellowship rates.

All qualified students who are US citizens, nationals or permanent resident aliens of the US are urged to apply to the National Science Foundation for the pre-doctoral fellowship competition. Students apply directly to NSF; the closing date is usually in early November. Please check the NSF website (http://www.nsf.gov/) for the application instructions and deadline.

INTRADEPARTMENTAL FELLOWSHIPS AND AWARDS

For more information on Intradepartmental Fellowships and Awards, please see the latest descriptions (https://botany.wisc.edu/financial-support/) on the botany website.

Requirements

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Accelerated</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

Mode of Instruction

Face to Face | Evening/Weekend | Online | Hybrid | Accelerated
--- | --- | --- | --- | ---
Yes | No | No | No | No

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B or above in all track coursework and maintain a 3.00 GPA in all minor coursework.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>The preliminary examination should be taken by the end of the fourth semester in residence and must be taken by the end of the fifth semester. The preliminary exam includes a written research proposal, an oral presentation of the proposal to committee members, and an oral exam. At least one semester of at least a 33% TA appointment is required. During the final semester, candidates must present a department seminar on their dissertation research and complete a final oral exam. A written dissertation based on work conducted in a formal research course is required. All Ph.D. dissertations must be deposited at the Graduate School.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Language requirements are determined on an individual basis with the major professor and will depend on the area concentration within the department.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>All doctoral students are required to complete a minor. Option A: 9 credits from one department. Minor department signs the minor agreement. Option B: 9 credits distributed between two or more departments. Botany chair signs the minor agreement.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

A minimum of 51 credits in natural sciences (undergraduate and graduate program courses combined) is required. A minimum of 6 credits in graduate-level botany courses must be completed at UW-Madison. Seminars and research credits do not count toward the 6 credits in botany. Courses may be required to address deficiencies in the following: GENETICS 466 Principles of Genetics or equivalent; CHEM 103 General Chemistry I and CHEM 104 General Chemistry II or equivalent; CHEM 341 Elementary Organic Chemistry or equivalent; a physics course including electricity and light; one semester of statistics; one semester of calculus. Contact the department for more information.

Ph.D. students complete a minimum of 32 credits while in residence at the UW prior to earning dissertator status. These credits complete the following requirements:

- Courses required for their selected track (see below)
- Six (6) credits within the botany department (can also fulfill track requirements)
- Two (2) seminar courses, including one outside the student's track and/or outside botany
- Courses for the student's minor field of study
- Courses assigned by the Academic Advisory Committee and/or the student's Ph.D. committee

Each graduate student in botany selects one of the following tracks:

1. **General Botany Track**
   Ph.D. students must have one course from each of the following:
   - genetics,
   - biochemistry, cell or molecular biology,
   - plant physiology or plant developmental biology,
   - cryptogamic botany,
   - plant anatomy or morphology,
   - ecology, and
   - evolution or systematics

2. **Ecology Track**
   Ph.D. students must have a minimum of five courses as follows:
   - at least three courses (minimum of 9 credits) in ecology,
   - one course in evolution, and
   - one course in any of the following: systematics; cryptogamic botany; biochemistry, cell or molecular biology; plant physiology or plant developmental biology; plant anatomy or morphology; or genetics

3. **Evolution Track**
   Ph.D. students must have a minimum of five courses, at least one from each of the following:
   - evolution,
   - systematics or cryptogamic botany,
   - population or quantitative genetics,
   - ecology, and
   - one course in any of the following: biochemistry, cell or molecular biology; plant physiology or plant developmental biology; or plant anatomy or morphology

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

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• plant anatomy or morphology,
• biochemistry, cell or molecular biology,
• plant physiology,
• plant developmental biology or genetics, and
• one course in any of the following: ecology; systematics; evolution; or
  cryptogamic botany

1 These tracks are internal to the program and represent different
pathways a student can follow to earn this degree. Track names do not
appear in the Graduate School admissions application, and they will not
appear on the transcript.

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures (https://
grad.wisc.edu/acadpolicy/) provide essential information regarding
general university policies. Program authority to set degree policies
beyond the minimum required by the Graduate School lies with the
degree program faculty. Policies set by the academic degree program can
be found below.

Major-Specific Policies

Prior Coursework

Graduate Work from Other Institutions

No credits from other institutions are allowed to count toward the
minimum graduate degree credit requirement and the minimum graduate
coursework requirement.

UW-Madison Undergraduate

No credits from a UW-Madison undergraduate degree are allowed to
count toward the minimum graduate degree credit requirement and the
minimum graduate coursework requirement.

UW-Madison University Special

No credits earned as a UW-Madison Special student are allowed to
count toward the minimum graduate residence credit requirement, the
minimum graduate degree credit requirement, or the minimum graduate
coursework requirement.

Probation

The Graduate School regularly reviews the record of any student who
earned grades of BC, C, D, F, or Incomplete in a graduate course (300
or above), or grade of U in research credits. This review could result
in academic probation with a hold on future enrollment or in being
suspended from the Graduate School.

Advisor / Committee

A major professor must be chosen as soon as possible after beginning
graduate study and in all cases by the end of the first year. A vice major
professor is required.

Students meet with an advisory committee before their first semester
and with their thesis committee by the end of their first year to plan their
coursework.

Students are required to conduct a yearly progress report meeting with
their thesis committee after passing the preliminary examination.

Credits per Term Allowed

15 credits

Time Constraints

The doctoral degree is typically completed within five to six years.

Grievances and Appeals

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://dozo.students.wisc.edu/bias-or-hate-
  reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/
policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://
hwisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://
    facstaffprovost.wisc.edu/)
• Dean of Students Office (https://dozo.students.wisc.edu/) (for all
  students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal
  counseling and workplace consultation around communication and
  conflict involving graduate assistants and other employees, post-
  doctoral students, faculty and staff)
• Employee Disability Resource Office (https://empiepdisabilities.wisc.edu/) (for qualified employees or
  applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any
  level of review and for official appeals of program/departmental or
  school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class
  harassment and discrimination, including sexual harassment and
  sexual violence)
• Office of Student Conduct and Community Standards (https://
  conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/)
  (for employed graduate students and post-docs, as well as faculty
  and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about
discrimination)

Students should contact the department chair or program director with
questions about grievances. They may also contact the L&S Academic
Divisional Associate Deans, the L&S Associate Dean for Teaching and
Learning Administration, or the L&S Director of Human Resources.

Other

Assistantships are only available for thesis M.S. and Ph.D. degrees.

Professional Development

Graduate School Resources

Take advantage of the Graduate School’s professional development
resources (https://grad.wisc.edu/pd/) to build skills, thrive academically,
and launch your career.
LEARNING OUTCOMES

1. Demonstrate a fundamental breadth of understanding of the basic properties of plant life from the subcellular to the ecosystem level of organization, and an ability to integrate acquired botanical expertise with knowledge of related disciplines including, but not limited to, mathematics, physical sciences, and other life sciences.

2. Apply all elements of the methodological or theoretical framework within a specialized botanical subdiscipline to skillfully develop and execute original research, thereby demonstrating intellectual and technical competency appropriate to that subdiscipline.

3. Achieve a professional level of proficiency communicating scientific research proposals and/or results in written format.

4. Develop skills in oral presentation of scientific research data to peers and general audiences.

5. Evaluate, critique, and apply critical thinking skills to the generation of hypotheses, analysis of data, and interpretation of scientific results in botany and related disciplines.

6. Value and promote professional ethics in the collection, analysis, storage, and presentation of scientific data.

7. Engage in critical and respectful debate, discussion, and exchange of scientific information among peers and audiences of diverse intellectual and personal backgrounds.

8. Appreciate the importance of professional service.

BUSINESS - SCHOOL-WIDE

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Business Analytics, Graduate/Professional Certificate (p. 271)
- Business, Doctoral Minor (p. 272)
- Business, Environment, and Social Responsibility, Graduate/Professional Certificate (p. 273)
- Business, Ph.D. (p. 275)
- Business: Analytics, M.S. (p. 283)
- Business: General Management, M.S. (p. 287)
- Business: General Management, MBA (p. 289)
- Business: Supply Chain Management, M.S. (p. 301)
- Business: Supply Chain Management, MBA (p. 304)

PEOPLE

To find more information about the faculty of the Wisconsin School of Business and their research interests please visit:

- Accounting and Information Systems (https://wsb.wisc.edu/faculty-research/academic-departments/accounting-information-systems/#faculty-and-research)
- Finance, Investment, and Banking (https://wsb.wisc.edu/faculty-research/academic-departments/finance-investment-banking/)
- Management and Human Resources (https://wsb.wisc.edu/faculty-research/academic-departments/management-human-resources/)
- Marketing (https://wsb.wisc.edu/faculty-research/academic-departments/marketing/)
- Operations and Information Management (https://wsb.wisc.edu/faculty-research/academic-departments/operations-information-management/)
- Real Estate and Urban Land Economics (https://wsb.wisc.edu/faculty-research/academic-departments/real-estate/)
- Risk and Insurance (https://wsb.wisc.edu/faculty-research/academic-departments/risk-insurance/)

BUSINESS ANALYTICS, GRADUATE/PROFESSIONAL CERTIFICATE

The purpose of the Graduate Business Analytics Certificate program is to achieve three objectives: Prepare students to (1) participate in and promote the progression from data and assumptions to information (descriptive methods), (2) to apply knowledge and understanding of how tools and methods can be used to support decision making (predictive methods), and (3) ultimately to document and communicate findings that lead to decisions and plans for implementation (prescriptive methods). Basic elements of the journey have long existed, but it is the integration of these objectives that defines business analytics here in the School of Business.

The certificate prepares students to use analytics for making decisions with a business mindset—seeking answers to questions in order to define the problem, gather necessary data, convert those data to decisions, arrive at and support a business#appropriate answer, and successfully communicate that answer in a form appropriate to the audience. By combining analytics with business knowledge, we prepare our students to function successfully in the data#rich business environment. Business students understand how business operates, how to communicate successfully with others in business, and are familiar with the concept of business goals and objectives. This business perspective is central to the design and differentiation of our certificate.

ADMISSIONS

Only MBA, M.S. and M.Acc. students in the School of Business are eligible for this certificate. A student must discuss the certificate requirements with program directors and/or the certificate directors before declaring with the form at the certificate website. Applying earlier is better, but you must apply at least 1 semester (2 if you graduate during the summer) prior to your graduation semester. If you graduate in the spring or summer semester, you must apply by December 15 of the previous year. If you graduate in the fall semester, you must apply by April 15 of your graduating year.
REQUIREMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2-3</td>
</tr>
<tr>
<td>or GEN BUS 307</td>
<td>Business Analytics II</td>
<td></td>
</tr>
<tr>
<td>One course in the area of &quot;Analytics Tools &amp; Methods&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>One course in the area of &quot;Analytic Steps&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>One additional course from &quot;Analytic Tools &amp; Methods&quot; or &quot;Analytic Steps&quot; that is outside the School of Business department housing the student's program.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Analytics Tools & Methods**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT SCI 654</td>
<td>Regression and Time Series for Actuaries</td>
<td>3</td>
</tr>
<tr>
<td>ACT SCI 655</td>
<td>Health Analytics</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 656</td>
<td>Machine Learning for Business Analytics</td>
<td>2-3</td>
</tr>
<tr>
<td>GEN BUS 720</td>
<td>Data Visualization for Business Analytics</td>
<td>1-2</td>
</tr>
<tr>
<td>GEN BUS 730</td>
<td>Prescriptive Modeling and Optimization for Business Analytics</td>
<td>2-3</td>
</tr>
<tr>
<td>GEN BUS 740</td>
<td>Experiments and Causal Methods for Business Insights</td>
<td>2-3</td>
</tr>
<tr>
<td>GEN BUS 760</td>
<td>Data Technology for Business Analytics</td>
<td>2-3</td>
</tr>
</tbody>
</table>

| INFO SYS 422 | Computer-Based Data Management                      | 3       |
| MARKETING 445 | Digital Marketing Analytics                         | 3       |
| MARKETING 450 | Marketing Analytics                                 | 3       |
| MARKETING 745 | Digital Marketing Analytics                         | 3       |
| MARKETING 815 | Marketing Analytics                                 | 3       |

| OTM 442     | Database Management and Applications                | 3       |
| OTM 714     | Supply Chain Analytics                             | 2-3     |
| OTM 765     | Contemporary Topics (Database Management and Applications) | 1-4     |
| R M I 660   | Risk Analytics and Behavioral Science              | 3       |

**Analytic Steps**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FINANCE 635</td>
<td>Business Valuation</td>
<td>3</td>
</tr>
<tr>
<td>M HR 765</td>
<td>Contemporary Topics (People Analytics)</td>
<td>1-4</td>
</tr>
<tr>
<td>MARKETING 310</td>
<td>Marketing Research</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING/OTM 427</td>
<td>Information Technology in Supply Chains</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING 710</td>
<td>Marketing Research</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING/OTM 727</td>
<td>Information Technology in Supply Chains</td>
<td>3</td>
</tr>
<tr>
<td>OTM 752</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>R M I 665</td>
<td>Risk Financing Techniques</td>
<td>3</td>
</tr>
</tbody>
</table>

LEARNING OUTCOMES

1. Apply analytic tools to prepare, manage, and analyze data for projects (DESCRIPTIVE)
2. Apply analytical tools and methods to both model business issues and appropriately assess and analyze model output (PREDICTIVE)
3. Design and manage data analysis, interpret results, and communicate answers and/or recommendations to support decision making (PRESCRIPTIVE)

PEOPLE

Don Hausch, Faculty Director
James Morris
Erwan Quintin
Joan Schmit
Enno Siemsen

BUSINESS, DOCTORAL MINOR

Non-business students may earn a doctoral minor in business by completing a minimum of 9 credits in coursework from the School of Business.

ADMISSIONS

For both minor options, an interested student should complete the following steps:

- Meet with a major advisor in your home department to determine the business subjects most relevant to your program and/or research.
- Print and complete your portion of the Minor Agreement Form (https://uwmadison.app.box.com/s/nhsn16g10z69bjogwpnf9omjgjg2oi/).
- Consult with WSB faculty member in the area(s) where coursework is being considered. This faculty member will sign your Minor Agreement Form to indicate approval of the course(s) shown for that field of study.
- Submit the completed Minor Agreement Form to the Ph.D. Program Office (3115 Grainger Hall) for final approval.

Coursework should begin only after receiving final written approval. A copy of the approved agreement will be kept in the Ph.D. Program Office. It is strongly recommended that you have a copy of this agreement placed in your permanent file in your home (major) department.

If you have questions about the School of Business minor options, faculty representatives, or the Minor Agreement Form, please contact the Ph.D. coordinator (phd@wsb.wisc.edu) or visit 3115 Grainger Hall.

REQUIREMENTS

UW–Madison doctoral students from departments outside of the School of Business should follow these guidelines for a minor involving business coursework. Any minor earned through the School of Business appears as “Business” on a transcript and not from a specific program.
**Option 1:** Complete at least 9 credits within one School of Business program (Accounting, Finance, Management and Human Resources, Marketing, Operations and Information Management, Real Estate and Urban Land Economics, or Risk Management). All courses/credits taken must be graded (A–F).

**Option 2:** Complete a general business minor made up of at least 9 credits from multiple programs (same as above) within the School of Business.

### BUSINESS, ENVIRONMENT, AND SOCIAL RESPONSIBILITY, GRADUATE/PROFESSIONAL CERTIFICATE

The Wisconsin School of Business Graduate/Professional Certificate in Business, Environment, and Social Responsibility (BESR) is designed for UW–Madison graduate students who want to broaden their understanding of sustainable business practices. This certificate provides the real-world skills and knowledge needed to manage enterprises that integrate economic, environmental, and social decision-making in their daily operations.

Students in the Certificate in Business, Environment, and Social Responsibility Program will acquire career-enhancing knowledge of:

- The causes of environmental and social challenges facing the business world, and the respective policy and business responses to those challenges
- Frameworks and measurement systems for incorporating sustainability concerns into business analysis and decision-making
- The chief areas in which business activities and sustainability concerns intersect

They also will acquire in-demand skills that enable them to:

- Analyze the causes of and responses to environmental and social problems, as well as develop and implement solutions to these problems
- Identify and apply frameworks for effectively incorporating sustainability considerations into the analysis and decision-making of managers and policymakers
- Analyze where and how environmental and social issues impact business concerns and develop effective management solutions for these scenarios

As determined by each student’s individual course path, students will acquire deeper knowledge and skills in select domains such as systems designs, risk management, green real estate, and more. Students are also encouraged but not required to participate in a variety of events and activities that provide a forum to exchange ideas and connect the business community with students and faculty interested in sustainability.

### ADMISSIONS

The BESR certificate is open to any student with graduate standing at the University of Wisconsin–Madison. Before beginning the application to the graduate/professional certificate, students should gather the information listed below.

- Current GPA
- Advisor’s name and email address
- Planned semester to begin the certificate

**Note:** For the application to be approved, it is required that the student has consent from the faculty advisor (or, where appropriate, graduate program coordinator) to participate in the BESR certificate. The student must have the advisor send an email to the certificate director, whose name and email address are listed in the Contact Information box, confirming this consent.

### REQUIREMENTS

The required foundation course, advanced business sustainability coursework, and electives from across the campus need to tally a **minimum of 12 credits**. The slate of coursework options available for fulfilling the certificate program is shown in the table below. Students are strongly encouraged to participate in related non-credit sustainability experiences via competitions, conferences, and speaker events.

The foundation course has no prerequisites and is open to all graduate students on campus. Students will: (1) take one required foundation course (M H R/ENVIR ST 710 Challenges & Solutions in Business Sustainability) (2) choose at least 3 additional credits from a list of School of Business advanced business sustainability coursework, and (3) select up to 6 credits of additional courses from other elective coursework.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M H R/ENVIR ST 710</td>
<td>Challenges &amp; Solutions in Business Sustainability (spring)</td>
<td>3</td>
</tr>
</tbody>
</table>

**School of Business - Advanced Business Sustainability Classes, choose at least 3 credits from list**

- OTM 770 Sustainable Approaches to System Improvement
- REAL EST 651 Green - Sustainable Development
- R M I 650 Sustainability, Environmental and Social Risk Management

**Other Elective Coursework, Up to 6 credits from other elective coursework can be counted towards the required 12 certificate credits**

<table>
<thead>
<tr>
<th>School of Business</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT I S 700 Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT I S 710 Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT I S 771 Seminar in Strategic Cost Management and Performance Measurement</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 700 Introduction to Financial Management</td>
<td>3</td>
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<tr>
<td>M H R 728 Bargaining, Negotiating and Dispute Settlement for Managers</td>
<td>3</td>
</tr>
<tr>
<td>M H R 723 Business Strategy</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING 700 Marketing Management</td>
<td>3</td>
</tr>
<tr>
<td>OTM 700 Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>OTM 732 Economics for Managers</td>
<td>3</td>
</tr>
<tr>
<td>R M I 700 Principles of Risk Management</td>
<td>3</td>
</tr>
</tbody>
</table>
### College of Agricultural & Life Sciences

- **A A E/ECON/F&W ECOL 531**: Natural Resource Economics 3
- **A A E 643**: Foundations of Environmental and Natural Resource Economics 3
- **A A E/ECON/ENVIR ST/URB R PL 671**: Energy Economics 3
- **A A E 729**: The Microdynamics of Environment and Development 3
- **A A E 760**: Frontiers in Environmental and Natural Resource Economics 1 3
- **A A E 762**: Frontiers in Environmental and Natural Resource Economics 2 3
- **F&W ECOL/A A E/ENVIR ST 652**: Decision Methods for Natural Resource Managers 3-4

### College of Agricultural & Life Sciences / College of Letters & Science

- **URB R PL/A A E/ECON/ENVIR ST 671**: Energy Economics 3
- **URB R PL/ECON/PUB AFFR 734**: Regional Economic Problem Analysis 3
- **URB R PL 841**: Urban Functions, Spatial Organization and Environmental Form 2-3
- **URB R PL ENVIR ST 843**: Land Use Policy and Planning 3
- **URB R PL ENVIR ST 865**: Water Resources Institutions and Policies 3

### Nelson Institute for Environmental Studies

- **ENVIR ST/SOIL SCI 575**: Assessment of Environmental Impact 3
- **ENVIR ST/A A E/ECON/URB R PL 671**: Energy Economics 3
- **ENVIR ST 977**: Sustainable Development - Integral Perspective 3

### College of Engineering

- **E P D 660**: Core Competencies of Sustainability 3
- **E P D 661**: Industrial Ecology: Sustainability Tools in Context 3

### Law School

- **LAW 845**: Water Rights Law 2-3
- **LAW 848**: Introduction to Environmental Law 3
- **LAW 918**: Selected Problems in International Law-Seminar "International Environmental Law & Policy" or "Climate Change, Human Rights & the Environment" 2-3
- **LAW 988**: Selected Problems in Environmental Law-Seminar "Natural Resources Law" or "Agricultural Law & the Environment" 2-3
- **LAW 989**: Environmental Law and Practice 3

### La Follette School of Public Affairs

- **PUB AFFR ENVIR ST/POLI SCI 866**: Global Environmental Governance 3
- **PUB AFFR A A E/ENVIR ST/POP HLTH 881**: Benefit-Cost Analysis 3

### School of Medicine and Public Health

- **POP HLTH ENVIR ST 560**: Health Impact Assessment of Global Environmental Change 3

### School of Education

- **CURRIC 975**: General Seminar 2-3

**Learning Outcomes**

1. Gain knowledge of (i) causes of environmental and social challenges related to business and respective policy and business responses, (ii) frameworks and measurement systems for incorporating sustainability concerns into business analysis and decision-making, and (iii) domains in which business activities and sustainability concerns intersect and the management of these intersections.

2. Acquire skills to (i) analyze causes of and responses to environmental/social problems; develop and implement solutions as managers and policymakers, (ii) identify and apply frameworks for incorporating sustainability considerations into analysis and decision-making, (iii) analyze where and how environmental and social issues intersect with business and develop and implement solutions.

3. (i) develop/articulate view of role business plays in sustainability, (ii) use knowledge and skills in business to strengthen sustainability and in sustainability to strengthen business, (iii) create network of likeminded individuals, acquire ability to engage with professionals outside their fields, and grow appreciation of how different professions contribute to business sustainability.
The School of Business Ph.D. program has a rich tradition of training scholars who can both enhance the intellectual understanding of business theory and practice and effectively transmit this knowledge to other scholars, business professionals, and students.

The high scholarly productivity and leadership of the school’s 80 faculty members are regularly noted in national rankings. Recent studies of U.S. and worldwide scholarly research productivity rated School of Business faculty among the top graduate business schools in the country. In addition to world-renowned recognition for research, the School of Business faculty bring a variety of real-world experience to the program.

The Ph.D. degree provides advanced instruction that actively involves the student in research. School of Business doctoral candidates share with their professors the experience of exploring the frontiers of knowledge while acquiring the spirit as well as the methods of productive scholarship. At the time of enrollment, each student is assigned a major advisor to provide program counsel and to channel communication within and between School of Business departments. The mentoring relationship between the major professor and student is one of mutual agreement.

DEGREE PROGRAM SPECIALIZATIONS

The School of Business Ph.D. program (https://wsb.wisc.edu/programs-degrees/phd/phd/) allows students to select from seven specialization tracks available along with a variety of minors. Each specialization permits the student, with the assistance and direction of a major advisor, to tailor a program based on research interests and career goals. The average time needed to complete the degree program is five years.

ADMISSIONS

Admission consideration requires a four-year undergraduate degree or the equivalent, in any discipline, from an accredited institution. Work experience is not required. Applicants should have an undergraduate minimum grade point average (GPA) of 3.0 or higher on a 4.0 scale. In addition to academic credentials, test scores, personal achievements, motivation, communication skills (written and oral) and recommendation letters are considered in the admission process at both the master’s and doctoral levels.

Please note: The Graduate Management Admission Test (GMAT) or the Graduate Record Exam (GRE), taken within five years of the starting term, is required of all applicants to the School of Business Ph.D. and M.S. programs. Also, all domestic (including Puerto Rico) and international applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL). A recommended minimum TOEFL score of 106 (New iBT) and 27 Speaking, obtained within two years of the intended starting term, is needed for admission consideration. International applicants who have completed a four-year bachelor’s degree in a country where the official language is English may request a waiver of the TOEFL requirement. A master’s degree from an English-speaking institution does not qualify for a waiver of the TOEFL, unless you have completed a minimum of 4 years of education (undergrad and graduate) in a country where English is the native language. The school accepts IELTS and Pearson Test of English as substitutes for TOEFL.

To learn more about the application and admissions process, visit Ph.D. Admission Requirements (https://wsb.wisc.edu/programs-degrees/phd/phd/admissions/admissions-requirements/).

HOW TO APPLY

Students interested in business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://admissions.bus.wisc.edu/?_ga=2.47171374.802634615.1518557744-1236773262.1518557744)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Prospective students should see the program website for funding information (https://wsb.wisc.edu/programs-degrees/phd/phd/admissions/phd-financing/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
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<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 51 credits
Minimum Residence Credit Requirement 32 credits
Minimum Graduate Coursework Requirement Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.
Overall Graduate GPA Requirement 3.00 GPA required.
Other Grade Requirements The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.
Assessments and Examinations Doctoral students are required to take a comprehensive preliminary examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Some areas have an additional oral component. Deposit of the doctoral dissertation in the Graduate School is required.
Language Requirements There are no curricular language requirements for Business Ph.D. students. A doctoral minor is not required for Business Ph.D. students. Breadth is achieved in other ways; see below.
Doctoral Minor/Breadth Requirements

REQUIRED COURSES

Business Ph.D. students choose one of seven curricular pathways to complete course requirements. In addition to pathway requirements, all Ph.D. students are required to participate in the Teaching Improvement Program and Graduate Assistant Equity Workshop.

Accounting and Information Systems Pathway

Students in our program develop a basic research background in both archival and behavioral empirical research. The program is one of the most balanced programs in the country in terms of support for different research methodologies and topics. Most students ultimately specialize in the research area and methodology that best suits their skills and research interests. Both behavioral (including experimental economics) and archival methods are strongly supported.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT I S 971</td>
<td>Seminar in Accounting Research; 2</td>
<td>12</td>
</tr>
<tr>
<td>ECON 711</td>
<td>Economic Theory-Microeconomics Sequence</td>
<td>3</td>
</tr>
<tr>
<td>or A A E 635</td>
<td>Applied Microeconomic Theory</td>
<td>3</td>
</tr>
<tr>
<td>or A A E 705</td>
<td>Applied Microeconomics</td>
<td>3</td>
</tr>
</tbody>
</table>

Approved Economics Elective (see list below for possible course options)*

Statistics and Research Methods Requirement 7-9

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 933</td>
<td>Beginning a Research Career in Business</td>
<td>3</td>
</tr>
<tr>
<td>ECON 709</td>
<td>Economic Statistics and Econometrics I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 710</td>
<td>Economic Statistics and Econometrics II</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 610</td>
<td>Design and Analysis of Psychological Experiments I</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 710</td>
<td>Design and Analysis of Psychological Experiments II</td>
<td>3</td>
</tr>
<tr>
<td>A A E 636</td>
<td>Applied Econometric Analysis I</td>
<td>3</td>
</tr>
<tr>
<td>A A E 637</td>
<td>Applied Econometric Analysis II</td>
<td>3</td>
</tr>
</tbody>
</table>

Breadth Requirement 3

Additional Coursework 4 15-17

Total Credits 51

1 These pathways are internal to the program and represent different routes a student can follow to earn this degree. Pathway names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2 Students will need to take ACCT I S 971 Seminar in Accounting Research four times to meet this requirement.
3 Students also develop specialization in a related field such as economics, psychology, or sociology. Finally, students build a foundation in statistics that supports their research interests. Methodology courses in economics, agricultural economics, or psychology will generally provide a strong foundation.
4 This could include the following courses: ACCT I S 990 Accounting Independent Research PhD Thesis, ACCT I S 999 Reading and Research-Accounting PhD, and other non-research coursework decided with their advisor.

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>ECON 461</td>
<td>International Macroeconomics</td>
<td>3-4</td>
</tr>
<tr>
<td>ECON 464</td>
<td>International Trade</td>
<td>3-4</td>
</tr>
<tr>
<td>ECON 467</td>
<td>International Industrial Organizations</td>
<td>3-4</td>
</tr>
<tr>
<td>ECON 521</td>
<td>Game Theory and Economic Analysis</td>
<td>3-4</td>
</tr>
<tr>
<td>ECON/P OP HLTH/PUB AFFR 548</td>
<td>The Economics of Health Care</td>
<td>3-4</td>
</tr>
<tr>
<td>ECON 712</td>
<td>Economic Theory-Macroeconomics Sequence</td>
<td>3</td>
</tr>
<tr>
<td>ECON 713</td>
<td>Economic Theory: Microeconomics Sequence</td>
<td>3</td>
</tr>
<tr>
<td>ECON 716</td>
<td>Econometric Methods</td>
<td>3</td>
</tr>
<tr>
<td>ECON 717</td>
<td>Applied Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 736</td>
<td>Macroeconomic Policy</td>
<td>3</td>
</tr>
<tr>
<td>ECON 741</td>
<td>Theory of Public Finance and Fiscal Policy</td>
<td>3</td>
</tr>
<tr>
<td>ECON 742</td>
<td>Theory of Public Finance and Fiscal Policy</td>
<td>3</td>
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<tr>
<td>Code</td>
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<td>Credits</td>
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</tr>
<tr>
<td>ECON 751</td>
<td>Survey of Institutional Aspects of Labor Economics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 761</td>
<td>Industrial Organization Theory</td>
<td>3</td>
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<tr>
<td>ECON 762</td>
<td>Empirical Analysis of Industrial Organization and Public Policy</td>
<td>3</td>
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<tr>
<td>A A E 722</td>
<td>Machine Learning in Applied Economic Analysis</td>
<td>4</td>
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<tr>
<td>A A E 737</td>
<td>Applied Econometric Analysis III</td>
<td>3</td>
</tr>
<tr>
<td>A A E 741</td>
<td>Advanced Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>A A E 777</td>
<td>Survey and Sample Design in Applied Economics</td>
<td>2</td>
</tr>
<tr>
<td>A A E 875</td>
<td>Special Topics (Topic: Introduction to Object-Oriented Programming and Data Analytics)</td>
<td>1-4</td>
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<tr>
<td>A A E/ENVIR ST/POP HLTH/PUB AFFR 881</td>
<td>Benefit-Cost Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>

**Actuarial Science, Risk Management, and Insurance Pathway**

The course sequence for Ph.D. students in actuarial science, risk management, and insurance is customized to fit each student’s unique research interests and background. During your first two years of study, you will work with a Ph.D. faculty advisor to set an appropriate course sequence, consisting of a combination of courses within the Wisconsin School of Business and a set of advanced courses that form a coherent package and enhance your research skills from outside of the Wisconsin School of Business.

### Economic Theory Requirement

Select one of the following sequences:

- **ECON 711 & ECON 713**
  - Economic Theory-Microeconomics Sequence and Economic Theory: Microeconomics Sequence
- **ECON 712 & ECON 714**
  - Economic Theory-Macroeconomics Sequence and Economic Theory: Macroeconomics Sequence

### Econometrics Requirement

Select one of the following sequences:

- **ECON 709 & ECON 710**
  - Economic Statistics and Econometrics I and Economic Statistics and Econometrics II
- **STAT 849 & STAT 850**
  - Theory and Application of Regression and Analysis of Variance I and Theory and Application of Regression and Analysis of Variance II
- **A A E 636 & A A E 637**
  - Applied Econometric Analysis I and Applied Econometric Analysis II

### Other Requirements

- **GEN BUS 806**
  - Panel Data Analysis
- **GEN BUS 933**
  - Beginning a Research Career in Business

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>R M I 920</td>
<td>Seminar in Actuarial Science, Risk Management &amp; Insurance I</td>
<td>3</td>
</tr>
<tr>
<td>R M I 930</td>
<td>Seminar in Actuarial Science, Risk Management &amp; Insurance II</td>
<td>3</td>
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</table>

**Breadth Requirement**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>FINANCE 920</td>
<td>Theory of Finance<strong>2</strong></td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 970</td>
<td>Seminar- Investments (Ph.D.)<strong>2</strong></td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 971</td>
<td>Seminar-Corporate Finance (Ph.D.)<strong>2</strong></td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 972</td>
<td>Topics Seminar-Finance PhD<strong>2</strong></td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 973</td>
<td>Seminar-Workshop in Finance<strong>3</strong></td>
<td>8</td>
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</tbody>
</table>

**Econometrics Requirement**

- **ECON 709**
  - Economic Statistics and Econometrics I
- **ECON 710**
  - Economic Statistics and Econometrics II

**Economics Requirement**

- **ECON 711**
  - Economic Theory-Microeconomics Sequence
- **ECON 712**
  - Economic Theory-Macroeconomics Sequence
- **ECON 713**
  - Economic Theory: Microeconomics Sequence
- **ECON 714**
  - Economic Theory: Macroeconomics Sequence

**Breadth Requirement**

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<tbody>
<tr>
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<tr>
<td>GEN BUS 933</td>
<td>Beginning a Research Career in Business</td>
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### Finance Pathway

Select one of the following sequences:

- **FINANCE 910**
  - Theory of Finance
- **FINANCE 970**
  - Seminar- Investments (Ph.D.)
- **FINANCE 971**
  - Seminar-Corporate Finance (Ph.D.)
- **FINANCE 972**
  - Topics Seminar-Finance PhD
- **FINANCE 973**
  - Seminar-Workshop in Finance

**Econometrics Requirement**

- **ECON 709**
  - Economic Statistics and Econometrics I
- **ECON 710**
  - Economic Statistics and Econometrics II

**Economics Requirement**

- **ECON 711**
  - Economic Theory-Microeconomics Sequence
- **ECON 712**
  - Economic Theory-Macroeconomics Sequence
- **ECON 713**
  - Economic Theory: Microeconomics Sequence
- **ECON 714**
  - Economic Theory: Macroeconomics Sequence

**Breadth Requirement**

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<tbody>
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<td>GEN BUS 806</td>
<td>Panel Data Analysis</td>
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</tr>
<tr>
<td>GEN BUS 933</td>
<td>Beginning a Research Career in Business</td>
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**Total Credits**

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<tr>
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<tbody>
<tr>
<td>R M I 920</td>
<td>Seminar in Actuarial Science, Risk Management &amp; Insurance I</td>
<td>3</td>
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<td>Seminar in Actuarial Science, Risk Management &amp; Insurance II</td>
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<td>Topics Seminar-Finance PhD<strong>2</strong></td>
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**Econometrics Requirement**

- **ECON 709**
  - Economic Statistics and Econometrics I
- **ECON 710**
  - Economic Statistics and Econometrics II

**Economics Requirement**

- **ECON 711**
  - Economic Theory-Microeconomics Sequence
- **ECON 712**
  - Economic Theory-Macroeconomics Sequence
- **ECON 713**
  - Economic Theory: Microeconomics Sequence
- **ECON 714**
  - Economic Theory: Macroeconomics Sequence

**Breadth Requirement**

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<td>GEN BUS 806</td>
<td>Panel Data Analysis</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 933</td>
<td>Beginning a Research Career in Business</td>
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</tbody>
</table>

### Finance Pathway

Select one of the following sequences:

- **FINANCE 910**
  - Theory of Finance
- **FINANCE 970**
  - Seminar- Investments (Ph.D.)
- **FINANCE 971**
  - Seminar-Corporate Finance (Ph.D.)
- **FINANCE 972**
  - Topics Seminar-Finance PhD
- **FINANCE 973**
  - Seminar-Workshop in Finance

**Econometrics Requirement**

- **ECON 709**
  - Economic Statistics and Econometrics I
- **ECON 710**
  - Economic Statistics and Econometrics II

**Economics Requirement**

- **ECON 711**
  - Economic Theory-Microeconomics Sequence
- **ECON 712**
  - Economic Theory-Macroeconomics Sequence
- **ECON 713**
  - Economic Theory: Microeconomics Sequence
- **ECON 714**
  - Economic Theory: Macroeconomics Sequence

**Breadth Requirement**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 806</td>
<td>Panel Data Analysis</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 933</td>
<td>Beginning a Research Career in Business</td>
<td>1</td>
</tr>
</tbody>
</table>
At the beginning of the second year, each student proposes a set of three advanced courses that form a coherent package and enhance the student’s research skills. Students are free to choose elective courses offered by the economics, mathematics, or statistics departments. If applicable, students should work with their advisor to determine if courses in other areas are appropriate.

Management and Human Resources Pathway

The management and human resources department offers a slate of foundational Ph.D. seminars across the group’s core areas of research, including human resource management (HR), organizational behavior (OB), organizational theory (OT), entrepreneurship (ENT), and strategy. The seminar offerings vary from year to year. Doctoral students are expected to take all Ph.D. seminars offered by the department, which consists of 17 credits.

Management and Human Resources Pathway

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>MHR 871</td>
<td>Seminar-Personnel Management</td>
<td>3</td>
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<tr>
<td>MHR 872</td>
<td>Seminar in Organizational Behavior and Design</td>
<td>3</td>
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<tr>
<td>MHR 973</td>
<td>Doctoral Research Seminar in Business Strategy</td>
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<td>MHR 975</td>
<td>Doctoral Research Seminar in Management</td>
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<td>MHR 976</td>
<td>Doctoral Research Seminar in Management</td>
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<td>MHR 977</td>
<td>Emerging Entrepreneurship Theory and Research</td>
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Other Requirements

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Advanced Research Methods and Statistics* (see list below for possible course options)

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<tr>
<td>AAE 636</td>
<td>Applied Econometric Analysis I</td>
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<tr>
<td>AAE 637</td>
<td>Applied Econometric Analysis II</td>
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<tr>
<td>AAE 737</td>
<td>Applied Econometric Analysis III</td>
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<tr>
<td>COMP SCI 838</td>
<td>Topics in Computing</td>
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<tr>
<td>ECON 522</td>
<td>Law and Economics</td>
<td>3-4</td>
</tr>
<tr>
<td>ECON 700</td>
<td>Mathematics for Economists</td>
<td>3</td>
</tr>
<tr>
<td>ECON 701</td>
<td>Microeconomics I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 702</td>
<td>Macroeconomics I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 704</td>
<td>Econometrics I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 705</td>
<td>Econometrics II</td>
<td>3</td>
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<tr>
<td>ECON 706</td>
<td>Econometrics III</td>
<td>3</td>
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<tr>
<td>ECON 708</td>
<td>Microeconomics II</td>
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<tr>
<td>ECON 709</td>
<td>Economic Statistics and Econometrics I</td>
<td>3-4</td>
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<tr>
<td>ECON 710</td>
<td>Economic Statistics and Econometrics II</td>
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<tr>
<td>ECON 711</td>
<td>Economic Theory-Microeconomics Sequence</td>
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<td>ECON 712</td>
<td>Economic Theory-Macroeconomics Sequence</td>
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<td>ECON 717</td>
<td>Applied Econometrics</td>
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<tr>
<td>ECON 750</td>
<td>Labor Economics</td>
<td>3</td>
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<tr>
<td>ECON 751</td>
<td>Survey of Institutional Aspects of Labor Economics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 873</td>
<td>Seminar-International Economics</td>
<td>2-3</td>
</tr>
<tr>
<td>ED PSYCH 711</td>
<td>Current Topics in Educational Psychology</td>
<td>1-3</td>
</tr>
<tr>
<td>ED PSYCH/ COUN PSY/CURRIC/ ED POL/ELPA/ RP &amp; SE 719</td>
<td>Introduction to Qualitative Research</td>
<td>3</td>
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<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
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<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 763</td>
<td>Regression Models in Education</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ELPA 827 Surveys and Other Quantitative Data Collection Strategies</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

These pathways are internal to the program and represent different routes a student can follow to earn this degree. Pathway names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Breadth

Students are required to take an additional 15 credits of coursework, level 700 or higher, from any department. A substantial share of coursework may be undertaken outside of the Wisconsin School of Business. Students take a diverse array of seminars in the economics, sociology, psychology, statistics, and computer science departments, depending on their specific research interests. These may be theory or methods courses.

Total Credits

51

- Preliminary exams are written at the end of the second year. The exam, which takes place over two days, consists of four questions. Two questions cover the student’s primary concentration, one question covers the student’s secondary concentration, and there is one methods question. (The concentrations are human resource management, organizational behavior, or strategy/ENT/OT.)
- The subsequent two years of study are allocated to developing and defending a dissertation.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 960</td>
<td>Structural Equation Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 963</td>
<td>Design &amp; Analysis of Quasi-Experiments for Causal Inference</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ELPA 964</td>
<td>Hierarchical Linear Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ELPA/ED PSYCH 827</td>
<td>Surveys and Other Quantitative Data Collection Strategies</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING 971</td>
<td>Seminar-Marketing PhD</td>
<td>3</td>
</tr>
<tr>
<td>MATH/STAT 431</td>
<td>Introduction to the Theory of Probability</td>
<td>3</td>
</tr>
<tr>
<td>MATH 521</td>
<td>Analysis I</td>
<td>3</td>
</tr>
<tr>
<td>POLI SCI 812</td>
<td>Introduction to Statistical Methods in Political Science</td>
<td>3</td>
</tr>
<tr>
<td>POLI SCI 813</td>
<td>Multivariable Statistical Inference for Political Research</td>
<td>3</td>
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<tr>
<td>POLI SCI 818</td>
<td>Maximum Likelihood Estimation</td>
<td>3</td>
</tr>
<tr>
<td>POLI SCI/A AE 835</td>
<td>Game Theory and Political Analysis</td>
<td>3</td>
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<tr>
<td>POLI SCI 919</td>
<td>Seminar-Advanced Methodology</td>
<td>3</td>
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<tr>
<td>PSYCH 610</td>
<td>Design and Analysis of Psychological Experiments I</td>
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<tr>
<td>PSYCH 710</td>
<td>Design and Analysis of Psychological Experiments II</td>
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<tr>
<td>PSYCH 711</td>
<td>Current Topics in Psychology</td>
<td>2-3</td>
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<tr>
<td>RMI 930</td>
<td>Seminar in Actuarial Science, Risk Management &amp; Insurance II</td>
<td>3</td>
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<tr>
<td>SOC/C&amp;E SOC 360</td>
<td>Statistics for Sociologists I</td>
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<tr>
<td>SOC/C&amp;E SOC 361</td>
<td>Statistics for Sociologists II</td>
<td>3</td>
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<tr>
<td>SOC 362</td>
<td>Statistics for Sociologists III</td>
<td>3</td>
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<tr>
<td>SOC 375</td>
<td>Introduction to Mathematical Sociology</td>
<td>3</td>
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<tr>
<td>SOC 632</td>
<td>Sociology of Organizations</td>
<td>3-4</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 652</td>
<td>Sociology of Economic Institutions</td>
<td>3</td>
</tr>
<tr>
<td>SOC 952</td>
<td>Seminar-Mathematical and Statistical Applications in Sociology</td>
<td>3</td>
</tr>
<tr>
<td>STAT 849</td>
<td>Theory and Application of Regression and Analysis of Variance I</td>
<td>3</td>
</tr>
</tbody>
</table>

**Marketing Pathway**  

- **Seminar Requirement**
  - MARKETING 971: Seminar-Marketing PhD  
  - MARKETING 972: Seminar-Marketing PhD  
  - GEN BUS 933: Beginning a Research Career in Business

- **Breadth Requirement** (see list below for possible course options)  
  - Additional Coursework: 12-16 Credits

- **Total Credits**: 51

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**Methods of Data Collection**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tr>
<td>ANTHRO 909</td>
<td>Research Methods and Research Design in Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST/AFROAMER 801</td>
<td>Historiography, Theory and Methods in Visual Culture</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 762</td>
<td>Communication Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI 760</td>
<td>Machine Learning</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI 766</td>
<td>Computer Vision</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 861</td>
<td>Statistical Analysis and Design in Educational Research</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 610</td>
<td>Design and Analysis of Psychological Experiments I</td>
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<tr>
<td>PSYCH 710</td>
<td>Design and Analysis of Psychological Experiments II</td>
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<tr>
<td>MARKETING 710</td>
<td>Marketing Research</td>
<td>3</td>
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<tr>
<td>MARKETING 805</td>
<td>Qualitatively-Based Marketing Insights</td>
<td>3</td>
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<tr>
<td>MARKETING 815</td>
<td>Marketing Analytics</td>
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<tr>
<td>SOC 735</td>
<td>Ethnomethodology &amp; Conversation Analysis</td>
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</tr>
<tr>
<td>STAT 771</td>
<td>Statistical Computing</td>
<td>3</td>
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</tbody>
</table>

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**Marketing Insights**

- **Seminar Requirement**
  - MARKETING 971: Seminar-Marketing PhD  
  - MARKETING 972: Seminar-Marketing PhD  
  - GEN BUS 933: Beginning a Research Career in Business

- **Breadth Requirement** (see list below for possible course options)  
  - Additional Coursework: 12-16 Credits

- **Total Credits**: 51

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**Methods of Data Analysis**

- **Seminar Requirement**
  - MARKETING 971: Seminar-Marketing PhD  
  - MARKETING 972: Seminar-Marketing PhD  
  - GEN BUS 933: Beginning a Research Career in Business

- **Breadth Requirement** (see list below for possible course options)  
  - Additional Coursework: 12-16 Credits

- **Total Credits**: 51

---

**Additional Notes**

1. These pathways are internal to the program and represent different routes a student can follow to earn this degree. Pathway names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. Students take each of these seminars twice.
becoming a dissertator, Ph.D. students must both complete 32 credits of
an additional semester to complete the required coursework. Before
to take two years. Students without a relevant master's degree may take
a master's degree in the major area, the required coursework is estimated
requirements listed below. For a student entering the Ph.D. program with
advisor to determine the appropriate courses to take to meet all of the

The Operations and Information Management Pathway is designed to be
specialize in a particular area of real estate economics and finance.
program of elective courses and dissertation research, students
as in mathematical and statistical techniques. Through a customized
providing a strong foundation in financial and economic theory, as well
level. The program is academically rigorous and highly quantitative,
prepares individuals for careers in research and teaching at the university
The Wisconsin PhD Program in Real Estate and Urban Land Economics
Real Estate and Urban Land Economics Pathway

Operations and Information Management Pathway
The Operations and Information Management Pathway is designed to be
customized by each student. Each student will work directly with their
advisor to determine the appropriate courses to take to meet all of the
requirements listed below. For a student entering the Ph.D. program with
a master's degree in the major area, the required coursework is estimated
to take two years. Students without a relevant master's degree may take
an additional semester to complete the required coursework. Before
becoming a dissertator, Ph.D. students must both complete 32 credits of
coursework and pass a preliminary exam.

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<td>ECON 717</td>
<td>Applied Econometrics</td>
<td>3</td>
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<tr>
<td>ECON 761</td>
<td>Industrial Organization Theory</td>
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<tr>
<td>ECON 762</td>
<td>Empirical Analysis of Industrial Organization and Public Policy</td>
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<td>Topics in Microeconomic Theory</td>
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<td>ECON 899</td>
<td>Recent Advances in Economics</td>
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<td>Current Topics in Educational Psychology</td>
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<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
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<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
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<td>ED PSYCH 763</td>
<td>Regression Models in Education</td>
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<td>ED PSYCH 773</td>
<td>Factor Analysis, Multidimensional</td>
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<td>ED PSYCH 960</td>
<td>Structural Equation Modeling</td>
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<td>POLI SCI 818</td>
<td>Maximum Likelihood Estimation</td>
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<td>Seminar-Advanced Methodology</td>
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<td>SOC 952</td>
<td>Seminar-Mathematical and Statistical Applications in Sociology</td>
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<td>Mathematical Statistics I</td>
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<td>STAT 610</td>
<td>Introduction to Statistical Inference</td>
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<tr>
<td>STAT/ECON/GEN BUS 775 Introduction to Bayesian Decision and Control I</td>
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<tbody>
<tr>
<td>ECON 709</td>
<td>Economic Statistics and Econometrics I</td>
<td>3-4</td>
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</tbody>
</table>

Additional Coursework

1. These pathways are internal to the program and represent different
   routes a student can follow to earn this degree. Pathway names do
   not appear in the Graduate School admissions application, and they
   will not appear on the transcript.
2. This requirement can be met with MATH 340 Elementary Matrix and
   Linear Algebra or any MATH course numbered 500 or higher.
3. This requirement can be met with any STAT course numbered 300 or
   higher.
4. This requirement can be met with any ECON course numbered 400 or
   higher or any A A E course numbered 600 or higher.
5. Working with an advisor, each student chooses a minimum of four
courses in the area of research methodology. While students are
required to develop basic research background in multiple research
areas, most students ultimately specialize in the research area and
methodology that best suits their skills and research interests. These
courses can be drawn from inside or outside the School of Business.
6. Students also develop specialization in a related field such as
economics, psychology, or sociology. Finally, students build a
foundation in statistics that supports their research interests.
Methodology courses in economics, agricultural economics, or
psychology will generally provide a strong foundation.
7. This could include the following courses: OTM 990 Operations
   and Information Management-Independent Research Ph.D.
   Thesis, OTM 999 Reading and Research-Operations and Information
   Management PhD, and other non-research coursework decided with
   their advisor.

Real Estate and Urban Land Economics Pathway
The Wisconsin PhD Program in Real Estate and Urban Land Economics
prepares individuals for careers in research and teaching at the university
level. The program is academically rigorous and highly quantitative,
providing a strong foundation in financial and economic theory, as well
as in mathematical and statistical techniques. Through a customized
program of elective courses and dissertation research, students
specialize in a particular area of real estate economics and finance.

<table>
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<tr>
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<tr>
<td>REAL EST 870</td>
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<tr>
<td>REAL EST 875</td>
<td>Advanced Urban Land Economics (Advanced Real Estate Finance Theory)</td>
<td>3</td>
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<td>REAL EST 978</td>
<td>Research Seminar in Real Estate and Urban Land Economics (Real Estate Workshop)</td>
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Finance Courses

<table>
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<tbody>
<tr>
<td>FINANCE 920</td>
<td>Theory of Finance</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 970</td>
<td>Seminar- Investments (Ph.D.)</td>
<td>3</td>
</tr>
<tr>
<td>or FINANCE 971</td>
<td>Seminar-Corporate Finance (Ph.D.)</td>
<td>3</td>
</tr>
<tr>
<td>or FINANCE 972</td>
<td>Topics Seminar-Finance PhD</td>
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</tbody>
</table>

Economics Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 709</td>
<td>Economic Statistics and Econometrics I</td>
<td>3-4</td>
</tr>
</tbody>
</table>
With program approval, students are allowed to count no more than 9 credits of coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies. Ph.D. students must find a research advisor and form their committee. If a committee cannot be formed, the student will be counseled out of the Ph.D. program.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework...
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.
2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.
3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.
4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.
5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Virtually all Ph.D. students in business are funded at a level that guarantees a minimum of five years of the following: Full tuition remission; scholarship funding; a monthly stipend; comprehensive family health insurance plan, travel funding for students presenting at academic conferences.

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulate frontiers, limits and challenges with respect to theory, knowledge and practice within the field of study.
2. Create research and scholarship that makes a substantive contribution within the field of study or to the practice of the field.
3. Develop a proficiency in methodology relevant to the field of study.
4. Articulate complex or ambiguous ideas in a clear and understandable manner to students, colleagues, and society.
5. Understand and adhere to ethical and professional conduct in a diverse scholarly environment.
To find more information about the faculty of the Wisconsin School of Business and their research interests please visit:

- Accounting and Information Systems ([https://wsb.wisc.edu/faculty-research/academic-departments/accounting-information-systems/#faculty-and-research](https://wsb.wisc.edu/faculty-research/academic-departments/accounting-information-systems/#faculty-and-research))
- Finance, Investment, and Banking ([https://wsb.wisc.edu/faculty-research/academic-departments/finance-investment-banking/](https://wsb.wisc.edu/faculty-research/academic-departments/finance-investment-banking/))
- Management and Human Resources ([https://wsb.wisc.edu/faculty-research/academic-departments/management-human-resources/](https://wsb.wisc.edu/faculty-research/academic-departments/management-human-resources/))
- Marketing ([https://wsb.wisc.edu/faculty-research/academic-departments/marketing/](https://wsb.wisc.edu/faculty-research/academic-departments/marketing/))
- Operations and Information Management ([https://wsb.wisc.edu/faculty-research/academic-departments/operations-information-management/](https://wsb.wisc.edu/faculty-research/academic-departments/operations-information-management/))
- Real Estate and Urban Land Economics ([https://wsb.wisc.edu/faculty-research/academic-departments/real-estate/](https://wsb.wisc.edu/faculty-research/academic-departments/real-estate/))
- Risk and Insurance ([https://wsb.wisc.edu/faculty-research/academic-departments/risk-insurance/](https://wsb.wisc.edu/faculty-research/academic-departments/risk-insurance/))

The Business Analytics curriculum includes the topics of:

- Data acquisition, analysis, and visualization
- Machine learning, experimental design, and optimization
- Descriptive, predictive, and prescriptive analytical approaches
- R/Python/SQL/Tableau

You will also benefit from experiential learning through real-world consulting projects and choose electives from various industry-specific analytics courses.

### ADMISSIONS

The following will be required for admission to the Master of Science: Business: Analytics program:

- Undergraduate degree. Common majors interested in this program include business, computer science, economics, engineering, mathematics, statistics, or other quantitative fields. Any undergraduate university degree is acceptable. Expected completion of an undergraduate degree is required prior to starting the Master of Science: Business: Analytics program.
- GMAT or GRE score.
- Resume.
- One professional letter of recommendation.
- Response to essay(s) question.
- Interview (by invitation only).
- TOEFL or IELTS test score, only for applications whose native language is not English.

The TOEFL is waived for students who have completed a four-year undergraduate degree and/or master degree (minimum of eight semesters total) with instruction in English or who will complete such a degree prior to matriculation in the Master of Science: Business: Analytics program.

All undergraduate and masters degree transcripts will be evaluated. Schools outside the United States may be verified by World Education Services at the individual class level.

### HOW TO APPLY

Students interested in business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. ([https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/](https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/))

### FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from
the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM INFORMATION
Due to the rigor and requirements of the program, students enrolled in the Business Analytics Master's Program are not allowed to accept research assistantships, teaching assistantships, project assistantships, or other University appointments that grant waivers of tuition or academic fees.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</th>
<th>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</th>
<th>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</th>
<th>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</th>
<th>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
<td>Evening/Weekend</td>
<td>Online</td>
<td>Hybrid</td>
<td>Accelerated</td>
<td></td>
</tr>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

REQUIRED COURSES
21 core credits, in addition to 9 credits of electives, are required for the Business: Analytics MS.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 705</td>
<td>Statistics and Programming for Business Analytics</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 656</td>
<td>Machine Learning for Business Analytics</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 720</td>
<td>Data Visualization for Business Analytics</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 730</td>
<td>Prescriptive Modeling and Optimization for Business Analytics</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 740</td>
<td>Experiments and Causal Methods for Business Insights</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 760</td>
<td>Data Technology for Business Analytics</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 770</td>
<td>Analytics Consulting Practicum</td>
<td>4</td>
</tr>
<tr>
<td>GEN BUS 840</td>
<td>Current Topics in Business Analytics</td>
<td>2</td>
</tr>
<tr>
<td>OTM 752</td>
<td>Project Management</td>
<td>1</td>
</tr>
</tbody>
</table>

Electives: 9

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT SCI 654</td>
<td>Regression and Time Series for Actuaries</td>
<td></td>
</tr>
<tr>
<td>ACT SCI 655</td>
<td>Health Analytics</td>
<td></td>
</tr>
<tr>
<td>FINANCE 635</td>
<td>Business Valuation</td>
<td></td>
</tr>
<tr>
<td>MARKETING 710</td>
<td>Marketing Research</td>
<td></td>
</tr>
<tr>
<td>MARKETING/OTM 727</td>
<td>Information Technology in Supply Chains</td>
<td></td>
</tr>
<tr>
<td>MARKETING 745</td>
<td>Digital Marketing Analytics</td>
<td></td>
</tr>
<tr>
<td>MARKETING 755</td>
<td>Marketing in a Digital Age</td>
<td></td>
</tr>
<tr>
<td>MARKETING 815</td>
<td>Marketing Analytics</td>
<td></td>
</tr>
<tr>
<td>MHR 610</td>
<td>Compensation: Theory and Administration</td>
<td></td>
</tr>
<tr>
<td>MHR 617</td>
<td>Diversity in Organizations</td>
<td></td>
</tr>
<tr>
<td>MHR 723</td>
<td>Business Strategy</td>
<td></td>
</tr>
<tr>
<td>OTM 714</td>
<td>Supply Chain Analytics</td>
<td></td>
</tr>
<tr>
<td>REAL EST 710</td>
<td>Real Estate Finance</td>
<td></td>
</tr>
<tr>
<td>REAL EST 715</td>
<td>Techniques of Real Estate Valuation</td>
<td></td>
</tr>
<tr>
<td>RMI 660</td>
<td>Risk Analytics and Behavioral Science</td>
<td></td>
</tr>
<tr>
<td>RMI 655</td>
<td>Risk Financing Techniques</td>
<td></td>
</tr>
</tbody>
</table>

Assessments and Examinations
No formal examination is required.

Language
No language requirement.

Overall Graduate GPA Requirement
3.00 GPA required.
In addition to the Approved Electives, students may request alternative business school elective courses based on their interests. These requests will need to be approved by the MSBA academic leadership team.

1 Students take GEN BUS 840 Current Topics in Business Analytics twice for 1 credit.

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior Coursework

Graduate Work from Other Institutions

With program approval, up to 6 credits of coursework at the graduate level from an AACSB-accredited school, and in which a grade of B or better was earned, may count toward the degree.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 9 credits of coursework numbered 700 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to the master’s degree is not allowed to satisfy requirements.

Probation

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

Advisor/Committee

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

Credits Per Term Allowed

15 credits

Time Constraints

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Grievances and Appeals

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
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2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

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6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

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The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students must be enrolled full-time.

Students are not permitted to work as Project Assistants, Teaching Assistants or Research Assistants during their time in the Masters of Science: Business: Analytics as they will be too busy with course work to accommodate those work time commitments.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

During the program, you will have access to the Career Management Center and its services to help you develop your professional and career interests.

LEARNING OUTCOMES

1. Apply business analytic tools and methods across various business functions (marketing, finance, supply chain, etc.) and industries (health care, finance, technology, etc.)

2. Leverage expertise in data management software (e.g., SQL) & statistical programming (e.g., R, Python) to go from data to decisions

3. Deliver insights and recommendations for organizations using cutting-edge descriptive, predictive, and prescriptive analytics techniques

4. Manage analytics projects, communicate professionally, and influence data-based changes within an organization

PEOPLE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

Dani Bauer, M.S., Ph.D.
Professor
Faculty Director, Business Analytics
daniel.bauer@wisc.edu

Cody Baldwin
Director, Business Analytics
cbaldwin6@wisc.edu

Faculty that teach in the program:

Dani Bauer, M.S., Ph.D.
Professor
Faculty Director, Business Analytics
daniel.bauer@wisc.edu

Qing Liu, Ph.D.
Associate Professor
qliu@bus.wisc.edu

Enno Siemsen, Ph.D.
Professor
esiemsen@wisc.edu

Jordan Tong, B.A., Ph.D.
Associate Professor
jordan.tong@wisc.edu
ACCREDITATION

AACSB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


BUSINESS: GENERAL MANAGEMENT, M.S.

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive School of Business alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 275)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
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Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

- Minimum Credit Requirement: 30 credits
- Minimum Residence Credit Requirement: 16 credits
- Minimum Graduate Coursework Requirement: Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations: Contact the program for information on required assessments and examinations.

Language Requirements: Contact the program for information on any language requirements.

REQUIRED COURSES

This master’s degree is earned by students on the way to earning the Ph.D. in Business. Refer to the curricular requirements for specific tracks within the Business Ph.D. (p. 275) for required courses.
POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acapolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic department program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 9 credits of coursework numbered 700 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to the master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER
n/a

LEARNING OUTCOMES

1. Demonstrate ability to diagnose and solve problems by drawing on accumulated knowledge, understanding correlation vs. causation, integrating inductive and deductive reasoning, and being aware of perceptual and conceptual biases that can affect individual and group decision-making and knowing how to correct these biases.

2. Demonstrate ability to synthesize data and inputs from multiple sources to analyze business problems.

3. Demonstrate ability to derive valid inferences from data and make recommendations based on marginal analysis of costs and benefits.

4. Communicate clearly and effectively as managers in professional settings to meet organizational goals.

5. Persuasive skills in verbal and written communication.

6. Utilize a variety of media and technologies.

7. Manage the message and its flow through an organization.

8. Develop multi-disciplinary approaches to frame and analyze complex business problems and situations.

9. Understand perspectives on the role of business in society, e.g., shareholder value as its sole objective and corporations having a social responsibility.

10. Explain how these views are shaped by globalization, environmental and social circumstances, technology, law, and the role of government.

11. Analyze the cultural, economic, and legal/regulatory issues that impact international business activities and relationships.

12. Understand that a leader motivates and inspires people while a manager manages processes, that leader and manager roles are distinct and complementary, and that both roles are necessary for success in complex, multifaceted organizations.

13. Explain and contrast the different systems of behaviors for leaders and managers within the organization.

14. Frame, reflect on, and respond to the ethical dimensions of business decisions.

15. Demonstrate the skills and know processes to maximize team performance to successfully meet goals, both as an effective team member and leader.

16. Understand the advantages of a diverse and inclusive workforce, and demonstrate the cultural competencies necessary to manage such a workforce.

17. Analyze the impact of laws and regulations on their decisions.

ACCREDITATION

AACSB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


BUSINESS: GENERAL MANAGEMENT, MBA

The Master of Business Administration (MBA) is a professional degree for the student preparing for a career in the business world. The cross-
functional/interdisciplinary program exposes the student to each of the functional areas of business combined with a specialization in a specific area of business. Areas of specialization include corporate finance and investment banking, applied security analysis, arts administration, brand and product management, general management, marketing research, operations and technology management, real estate and urban land economics, risk management and insurance, strategic human resource management, and supply chain management.

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive School of Business alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

**EVENING MBA**

The School of Business offers the Evening MBA (https://guide.wisc.edu/graduate/business-school-wide/business-general-management-mba/business-general-management-evening-mba/)—a part-time program that allows students to complete an MBA degree while continuing full-time employment. The evening MBA is a 32-month, lockstep, cohort program offering a major in general management. Classes meet Monday and Thursday evenings during fall, spring and summer, and alternate Fridays and Saturdays in January. There is an international trip in the second year of the program.

**EXECUTIVE MBA**

The Executive MBA Program (https://guide.wisc.edu/graduate/business-school-wide/business-general-management-mba/business-general-management-executive-mba/) at the School of Business gives experienced, high-potential managers the opportunity to earn an advanced degree over 21 months without career interruption.

Offered in lock step with a single cohort, the Executive MBA Program meets every other Friday and Saturday. The curriculum is specifically designed to build on the unique knowledge and experience executives bring to the classroom.

**PROFESSIONAL MBA**

The School of Business offers the Professional MBA (p. 297)—a part-time program that allows students to complete an MBA while continuing full-time employment. The professional MBA is a flexible, 50% on-campus, 50% online program, which can be completed in two to five years. Classes meet on campus one weekend per month, and virtually throughout the school year. Students earn badges in business areas important to them and gain strategic insights to help them throughout their career.

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**ADMISSIONS**

Students apply to the Master of Business Administration in Business: General Management through one of the named options:

- Business: General Management: Evening, MBA (p. 291)
- Business: General Management: Executive, MBA (p. 294)
- Business: General Management: Professional, MBA (p. 297)

Admissions to the Evening MBA named option have been suspended as of fall 2021. Students currently in the program will be supported and will be able to complete the program; however, no new students will be allowed to enroll. The School of Business now offers a reimagined part-time MBA offering, the Professional MBA, which pairs online learning with in-person classes one weekend a month. Additional information can be found on the Program Website (https://wsb.wisc.edu/programs-degrees/mba/).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students in the Evening program should see the program website for funding information (https://bus.wisc.edu/evening-mba/current-students/academics-billing-and-financial-aid/).

Prospective students to the Executive program should see the program website for funding information (https://wsb.wisc.edu/programs-degrees/mba/executive/admissions/tuition-financial-aid-scholarships/).

Prospective students to the Professional program should see the program website for funding information (https://wsb.wisc.edu/programs-degrees/mba/professional/tuition/).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

| Minimum | 44 credits |
| Credit | Requirement |
Minimum Residence Credit Requirement: 22 credits

Minimum Graduate Coursework Requirement: See Named Options for policy information.

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (400 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations: No required assessments or examinations beyond course requirements.

Language Requirements: No language requirements.

REQUIRED COURSES
Select a Named Option (p. 291) for courses required.

NAMED OPTIONS
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the MBA in Business: General Management must select one of the following named options:

- BUSINESS: GENERAL MANAGEMENT: EVENING, MBA (p. 291)
- BUSINESS: GENERAL MANAGEMENT: EXECUTIVE, MBA (p. 294)
- BUSINESS: GENERAL MANAGEMENT: PROFESSIONAL MBA, MBA (p. 297)

POLICIES
Students should refer to one of the named options for policy information:

- Business: General Management: Evening, MBA (p. 291)
- Business: General Management: Executive, MBA (p. 294)
- Business: General Management: Professional, MBA (p. 297)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Strategic problem solving: Demonstrate the ability to diagnose and solve problems by drawing on accumulated knowledge, understanding correlation vs. causation, integrating inductive and deductive reasoning, and being aware of perceptual and conceptual biases.

2. Managing ambiguity: Demonstrate the ability to lead and operate effectively with uncertainty and conflicting directions in an unpredictable situation or environment.

3. Effective communication: Demonstrate skills in presenting ideas and reasoning effectively and persuasively in a business setting, through both written and oral means. Develop skills in sending and receiving information in a logical manner while considering the audience and the nature of the information.

4. Transformational leadership: Demonstrate an understanding of leadership skills that empower, influence, motivate, and stimulate creative problem solutions and innovative ideas.

5. Cultural competence and perspective: Understand the advantages of a diverse and inclusive workforce, and demonstrate the cultural competencies necessary to manage such a workforce. Exhibit openness, awareness, appreciation, and ability to adjust to diversity across cultures and markets; seeking experiences to explore intercultural and socio-cultural systems.

ACCREDITATION

AACSB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


BUSINESS: GENERAL MANAGEMENT: EVENING, MBA

Admissions to the Business: General Management: Evening, MBA have been suspended as of fall 2021. If you have any questions, please contact the department (https://wsb.wisc.edu/programs-degrees/mba/).

This is a named option in the Business: General Management MBA. (p. 289)

ADMISSIONS

Admissions to the Business: General Management: Evening, MBA have been suspended as of fall 2021. If you have any questions, please contact the department (https://wsb.wisc.edu/programs-degrees/mba/).

Admission consideration for the MBA Program requires a four-year undergraduate degree or the equivalent, in any discipline, from an accredited institution. The School of Business seeks a minimum of two years of full-time work experience along with a strong undergraduate performance. In addition to academic credentials, GMAT scores, and work experience, personal achievements, motivation, communication skills (written and oral), international exposure, and recommendation...
letters are considered in the admission process at both the master’s and doctoral levels.

Note: The Graduate Management Admission Test (GMAT), taken within five years of the starting term, is required of all applicants to the School of Business; the Graduate Record Exam (GRE) may be an acceptable alternative on a case by case basis. All applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS), or show the completion of an Interlink program. A minimum iBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.

HOW TO APPLY
Admissions to the Evening MBA named option have been suspended as of fall 2021. Students currently in the program will be supported and will be able to complete the program; however, no new students will be allowed to enroll. The School of Business now offers a reimagined part-time MBA offering, the Professional MBA, which pairs online learning with in-person classes one weekend a month. Additional information can be found on the Program Website (https://wsb.wisc.edu/programs-degrees/mba/).

Students interested in business degrees do not apply through the Graduate School application system and should instead refer either the Evening MBA admissions (https://wsb.wisc.edu/programs-degrees/mba/evening/admissions/) or the Executive MBA admissions (https://wsb.wisc.edu/programs-degrees/mba/executive/admissions/) information.

FUNDING
GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS
MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions
Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS
Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit Requirement</td>
<td>48</td>
<td></td>
</tr>
</tbody>
</table>

Minimum

Residence Credit Requirement

Half of degree coursework (24 credits out of 48 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall

Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

None.

Language

None.

Requirements

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
<td>2-3</td>
</tr>
<tr>
<td>R M I 710</td>
<td>Risk Management</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 700</td>
<td>Managerial Communication</td>
<td>1-2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>2-3</td>
</tr>
<tr>
<td>M H R 704</td>
<td>Managing Behavior in Organizations</td>
<td>2-3</td>
</tr>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2-3</td>
</tr>
<tr>
<td>ACCT I S 711</td>
<td>Strategic Cost Management</td>
<td>2</td>
</tr>
</tbody>
</table>
A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

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  - Employee Assistance ([http://www.eao.wisc.edu/](http://www.eao.wisc.edu/)) for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff
  - Employee Disability Resource Office ([https://employeeabilities.wisc.edu/](https://employeeabilities.wisc.edu/)) for qualified employees or applicants with disabilities to have equal employment opportunities
  - Graduate School ([https://grad.wisc.edu/](https://grad.wisc.edu/)) for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions
  - Office of Compliance ([https://compliance.wisc.edu/](https://compliance.wisc.edu/)) for class harassment and discrimination, including sexual harassment and sexual violence
  - Office of Student Conduct and Community Standards ([https://conduct.students.wisc.edu/](https://conduct.students.wisc.edu/)) for conflicts involving students
  - Ombuds Office for Faculty and Staff ([http://www.ombuds.wisc.edu/](http://www.ombuds.wisc.edu/)) for employed graduate students and post-docs, as well as faculty and staff
  - Title IX ([https://compliance.wisc.edu/titleix/](https://compliance.wisc.edu/titleix/)) for concerns about discrimination

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2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

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4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

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The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students in the following programs are not permitted to seek dual degrees. Students must plan to attend on the dates of the academic calendar for the respective year of graduation. Students must take part in the required global learning experience (10 days). Merit scholarships are awarded at admission for the entirety of the academic program as long as student is in good academic standing. Veterans scholarships also available. Contact emba@bus.wisc.edu for details on merit veterans scholarships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

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BUSINESS: GENERAL MANAGEMENT: EXECUTIVE, MBA

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ADMISSIONS

The MBA is a professional degree for the student preparing for a career in the business world. The cross-functional/interdisciplinary program exposes the student to each of the functional areas of business combined with a specialization in a specific area of business. Areas of specialization include corporate finance and investment banking, applied security analysis, arts administration, brand and product management, general management, marketing research, operations and technology management, real estate and urban land economics, risk management and insurance, strategic human resource management, and supply chain management.

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EXECUTIVE MBA
The Executive MBA Program (p. 294) at the School of Business gives experienced, high-potential managers the opportunity to earn an advanced degree over 21 months without career interruption.

Offered in lock step with a single cohort, the Executive MBA Program meets every other Friday and Saturday. The curriculum is specifically designed to build on the unique knowledge and experience executives bring to the classroom.

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

Face to Face Evening/Weekend Online Hybrid Accelerated
Yes Yes No No No

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail
Minimum 49 credits
Credit Requirement

Minimum Residence Credit Requirement
25 credits

Minimum Graduate Coursework Requirement
Half of degree coursework (25 credits out of 49 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement
3.00 GPA required.

Other Grade Requirements
The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations
No required assessments or examinations beyond course requirements.

Language Requirements
No language requirements.

REQUIRED COURSES

Code Title Credits
ACCT IS 700 Financial Accounting 3
ACCT IS 710 Managerial Accounting 3
FINANCE 700 Introduction to Financial Management 3
FINANCE/INTL BUS 745 Multinational Business Finance 2
FINANCE 765 Contemporary Topics (Markets with Frictions) 1
GEN BUS 713 Role of Business in Society 2
GEN BUS 765 Contemporary Topics (Leadership) 2
GEN BUS 765 Contemporary Topics (Legal Environment of Business) 2
INTL BUS 765 Contemporary Topics (Global Business Program) 3
M HR 628 Negotiations 2
M HR 700 Organizational Behavior 3
M HR 723 Business Strategy 3
M HR 765 Contemporary Topics (Executing Strategy) 3
M HR 765 Contemporary Topics (Accelerating Innovation) 3
MARKETING 700 Marketing Management 3
MARKETING 705 Consumer Behavior 2
OM 732 Economics for Managers 3
OM 752 Project Management 2
OM 765 Contemporary Topics (Macro-Economics and Current Economic Environment) 2
OTM 765  Contemporary Topics (Operations and Technology Strategy)  2

Total Credits  49

Policies

Graduate School Policies

The Graduate School's Academic Policies and Procedures provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Named Option-Specific Policies

Prior coursework

Graduate Work from Other Institutions

No credits of graduate coursework from other institutions are allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

No credits from the UW–Madison University Special student career are allowed to satisfy requirements.

Probation

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

Advisor / Committee

Every graduate student is required to have an advisor. An advisor is a program staff member, or sometimes a committee, responsible for providing advice regarding graduate studies.

Credits per Term Allowed

15 credits

Time Constraints

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Grievances and Appeals

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeeabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student's rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean's
office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students in the following programs are not permitted to seek dual, joint, or double degrees. Students must plan to attend on the dates of the academic calendar for the respective year of graduation. Students must take part in the required global learning experience (10 days). Merit scholarships are awarded at the admission for the entirety of the academic program as long as student is in good academic standing. Veterans scholarships also available. Please contact the program office (via the information noted within the contact information box) for details on merit veterans scholarships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

BUSINESS: GENERAL MANAGEMENT: PROFESSIONAL MBA, MBA

This is a named option in the Business: General Management MBA. (p. 289)

ADMISSIONS

Graduate admission to the Professional MBA Program follows the guidelines set by the Graduate School for the University of Wisconsin-Madison. The Graduate School at the University of Wisconsin-Madison offers an open, dynamic and respectful learning and working environment for all members of our community.

We are committed to a strong, conscious effort to build diversity across our learning community, so it can reflect the richness of the world around us in race, ethnicity, sexual orientation, economic status, physical limitation, religious beliefs or cultural background.

The Admissions Team conducts a holistic review that considers many factors - including personal and professional achievements.

Admissions Requirements for the Professional MBA Program

• Complete an online application
• One essay
• Current résumé
• One professional recommendation
• Official transcripts
• Graduate Management Admissions Test (GMAT) score or Graduate Record Exam (GRE) score:
  • Applicants with a JD, MD, PhD or other terminal degree(s) from an accredited US institution, or completed five (5) or more years of work experience and an undergraduate degree cumulative GPA 3.3 or higher may qualify to waive the GMAT or GRE exam.
• Test of English as a Foreign Language (TOEFL) score (for non-native English speakers)
• Copy of H1-B Visa or Permanent Resident Status (international applicants only)

Other Requirements

• A target of two years of full-time professional work experience
• Admissions interview (by invitation of the admissions committee)
• Application fee

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

| Minimum Credit Requirement | 44 credits |
| Minimum Residence Credit Requirement | 22 credits |
| Minimum Graduate Coursework Requirement | 22 credits out of 44 total credits must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/?). |
| Overall Graduate GPA Requirement | 3.00 GPA required. |
| Other Grade Requirements | The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. |
| Assessments and Examinations | No required assessments or examinations beyond course requirements. |

Language | No language requirements. |

Required Courses

The Professional MBA named option requires 8 credits in the Functional Core, 12 credits in the Leadership Core, and 24 credits in the Elective Tracks. Coursework in the Functional and Leadership Cores is completed in the first year in the program; the Elective Tracks coursework is completed in the second and subsequent years.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
<td>2</td>
</tr>
<tr>
<td>MARKETING 700</td>
<td>Marketing Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>2</td>
</tr>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
<td>2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>2</td>
</tr>
<tr>
<td>MHR 704</td>
<td>Managing Behavior in Organizations</td>
<td>2</td>
</tr>
<tr>
<td>MHR 628</td>
<td>Negotiations</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2</td>
</tr>
<tr>
<td>OTM 752</td>
<td>Project Management</td>
<td>2</td>
</tr>
<tr>
<td>MHR 723</td>
<td>Business Strategy</td>
<td>2</td>
</tr>
</tbody>
</table>

Elective Tracks

Students must complete required coursework in four of the below eight Elective Tracks, totaling 6 credits in each track for 24 total credits among the Elective Tracks.

Corporate

Study quantitative and theoretical approaches to managing corporate finances, managerial accounting, and mergers and acquisitions.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT I S 710</td>
<td>Managerial Accounting</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 650</td>
<td>Mergers and Acquisitions</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 725</td>
<td>Corporation Finance Theory and Practice</td>
<td>2</td>
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</tbody>
</table>

Healthcare

Gain skills to manage and logistically support medical professionals through coursework in healthcare operations, healthcare economics, and leadership in healthcare.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 711</td>
<td>Financial Management of Healthcare Organizations</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 712</td>
<td>Leadership and Innovation in Healthcare</td>
<td>2</td>
</tr>
<tr>
<td>OTM 753</td>
<td>Healthcare Operations Management</td>
<td>2</td>
</tr>
</tbody>
</table>
Develop skills to create market-driven products and services for industry managers. Coursework emphasizes understanding in supply chain analytics, logistics management, and production planning.

- OTM 654 Production Planning and Control
- OTM 714 Supply Chain Analytics
- MARKETING/OTM 722 Logistics Management

**Responsibility**

Learn the challenges of sustainability, responsibility, and ethics in developing practices that impact all stakeholders through coursework in diversity in organizations, corporate social responsibility, and sustainability.

- M HR 617 Diversity in Organizations
- RMI 650 Sustainability, Environmental and Social Risk Management
- GEN BUS 713 Role of Business in Society

**Innovation**

Establish a foundation comprising of essential skills, knowledge, and critical thinking that promote entrepreneurial enterprises and creative thinking through coursework in entrepreneurial management, entrepreneurial finance, and management innovation.

- M HR 722 Entrepreneurial Management
- M HR 715 Strategic Management of Innovation
- FINANCE 757 Entrepreneurial Finance

**Analytics**

Learn how to use data to make complex business decisions and bridge the gap between managers and data scientists. Coursework includes data visualization, machine learning, and databases.

- GEN BUS 656 Machine Learning for Business Analytics
- GEN BUS 720 Data Visualization for Business Analytics
- GEN BUS 760 Data Technology for Business Analytics

**Marketing**

Enhance marketing skills through managing projects and analyzing data to increase effectiveness through courses in strategic pricing, consumer behavior, and digital marketing.

- MARKETING 705 Consumer Behavior
- MARKETING 730 Strategic Pricing
- MARKETING 755 Marketing in a Digital Age

**Global**

Advance skill sets by learning about global issues in the classroom and abroad through coursework and a Global Immersion Experience. Specialized courses include international business, global trip preparation, and a global immersion trip. Note: Additional costs for travel expenses will appear in program fees.

- FINANCE/INTL BUS 745 Multinational Business Finance
- INTL BUS 766 Global Business Management

<table>
<thead>
<tr>
<th></th>
<th>Total Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTL BUS 767</td>
<td>44</td>
</tr>
</tbody>
</table>

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program review and approval, students may be allowed to transfer up to 12 credits of graduate coursework or comparable from UW-Madison and other accrediting institutions to satisfy requirements in Functional core, Leadership core, or Elective Tracks. Grade B or better (3.0 on a 4.0 scale) or higher.

**UW-Madison Undergraduate**

With program review and approval, UW-Madison BBA undergraduate alumni with an accumulative 3.0 GPA and courses with a grade B or above who have graduated in the last five years may apply to waive the Functional core requirement and possibly one (1) elective track, waiving a maximum of 14 credit hours. Students are required to satisfy all other program requirements. Please note that waived credits will not appear on the University’s graduate transcript.

With program review and approval, other UW-Madison undergraduate alumni with an accumulative 3.0 GPA and courses with a grade B or above who have graduated in the last five years may be allowed to transfer up to 7 credits numbered 300 or above of required or elective courses from the undergraduate work completed at UW-Madison towards fulfillment of degree requirements.

**UW-Madison University Special**

With program approval and tuition differential payment (the cost between special student status and graduate tuition), students are allowed up to 12 credits of coursework in elective track options taken as a UW-Madison University Special Student status. If students choose to pursue the Professional MBA program, they will have up to five (5) years to enroll from the completion date of their last elective course to have credits applied.

UW-Madison alumni may take unlimited elective tracks as a special student status. The graduate tuition rate applies. If applying to the Professional MBA program, only two (2) elective tracks will be waived. Students will have up to five (5) years to enroll from the completion date of their last elective course to have credits applied.

**PROBATION**

The Graduate School regularly reviews the record of students who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.
ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

In many cases, an advisor is assigned to incoming students. An advisor is a staff member from the program department responsible for providing advice and guidance regarding graduate studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

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2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file
The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School's Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

An interview may be requested by the Program Office or Grainger Center staff.

Additional international student requirements:
- TOEFL score of at least 100

The TOEFL will not be required for international applicants whose four-year undergraduate degree and/or master's degree (minimum of eight semesters total) instruction was in English or who will complete such a degree prior to matriculation in the MS-Business: Supply Chain Management program.

### BUSINESS: SUPPLY CHAIN MANAGEMENT, M.S.

Wisconsin's M.S. in Supply Chain Management, supported by the Grainger Center for Supply Chain Management, is a one-year program that provides students with an interdisciplinary education combining fundamental knowledge and applied learning experiences. The strategic, cross-functional curriculum takes an integrated business process view of supply chains, including marketing, sourcing, logistics, operations, and customer service. Students connect with and learn from real-world supply chain leaders and are part of a strong, close-knit community. See the program website (https://wsb.wisc.edu/programs-degrees/masters/supply-chain/) for more information.

### ADMISSIONS

The following will be required for admission to the MS-Business: Supply Chain Management program:

- Undergraduate university degree, or expected completion of such a degree prior to starting the MS-Business: Supply Chain Management program
- Demonstrated knowledge of business fundamentals (or specific plan for acquiring prior to the start of the program); some possible ways of satisfying this include:
  - Undergraduate degree with business major or minor
  - Completion of Certificate in Business at UW-Madison
  - Earning GPA >= 3.0 in intermediate college course work covering at least two core business disciplines (marketing, operations, finance, accounting, management); completion of GEN BUS 310 or GEN BUS 311 satisfies this requirement, and can be taken online during the summer prior to the start of the program
- Undergraduate transcript, GPA >= 3.0
- One letter of recommendation, preferably addressing the applicant's professional skills
- Resume
- Response to essay question
- GMAT or GRE score
- TOEFL score of at least 100

The TOEFL will not be required for international applicants whose four-year undergraduate degree and/or master's degree (minimum of eight semesters total) instruction was in English or who will complete such a degree prior to matriculation in the MS-Business: Supply Chain Management program.

### REQUIREMENTS

#### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum</th>
<th>Credit</th>
<th>Requirement</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>30 credits</td>
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<td></td>
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</tbody>
</table>

### PROFESSIONAL DEVELOPMENT

#### GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

### FUNDING

#### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
Minimum Residence Credit Requirement: 30 credits

Minimum Graduate Coursework Requirement: Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.

Assessments and Examinations: No required assessments or examinations beyond course requirements.

Language Requirements: No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARKETNG/OTM 722</td>
<td>Logistics Management</td>
<td>3</td>
</tr>
<tr>
<td>MARKETNG/OTM 724</td>
<td>Strategic Global Sourcing</td>
<td>3</td>
</tr>
<tr>
<td>MARKETNG 725</td>
<td>Marketing Channel Strategy</td>
<td>3</td>
</tr>
<tr>
<td>MARKETNG/OTM 726</td>
<td>Supply Chain Strategy</td>
<td>3</td>
</tr>
<tr>
<td>MARKETNG/OTM 727</td>
<td>Information Technology in Supply Chains</td>
<td>3</td>
</tr>
<tr>
<td>OTM 714</td>
<td>Supply Chain Analytics</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>9</td>
</tr>
</tbody>
</table>

Total Credits: 30

1 Due to the interdisciplinary nature of supply chain management, any course with the graduate course attribute offered by the School of Business (including departments: ACCT I S, ACT SCI, FINANCE, GEN BUS, INFO SYS, INTL BUS, M H R, MARKETING, OTM, REAL EST, or R M I) can be used to complete the required elective credits. Courses outside the School of Business will be considered on a case-by-case basis.

Beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
No credits of graduate coursework from other institutions are allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 700 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to the master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
  - Dean of Students Office (https://dosso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parent status.” In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students must be enrolled full-time.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

This program provides significant opportunities for professional development through the applied learning curriculum.

LEARNING OUTCOMES

1. Apply knowledge in operations, finance, marketing and information systems to support decision making within and across the fundamental dimensions of supply chain management—planning, sourcing, making and delivering physical and non-physical products.
2. Make supply chain decisions in real-world settings through significant exposure to leading supply chain practitioners.
3. Identify relevant sources of data, know how to access that data, and be able to analyze it to support supply chain decision making.
4. Identify and assess the opportunities and risks associated with global sources of supply and global markets for goods.
5. Communicate ideas and recommendations to individuals in all functional areas within an organization.

**PEOPLE**

Please see the Grainger Center’s website (https://bus.wisc.edu/centers/grainger-center-for-supply-chain-management/contact-us/) for a list of program leaders.

**ACCREDITATION**

**ACCREDITATION**

AACSBIInternational—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


**BUSINESS: SUPPLY CHAIN MANAGEMENT, MBA**

The Wisconsin MBA in Business: Supply Chain Management, supported by the Grainger Center for Supply Chain Management, provides students with a personalized, industry-focused program which partners with companies known for supply chain excellence. The program provides students with an exceptional interdisciplinary education that builds on fundamental knowledge and incorporates the latest in supply chain thinking. The strategic, cross-functional curriculum takes an integrated business process view of supply chains, including marketing, sourcing, logistics, operations, and customer service. Students connect with and learn from real-world supply chain leaders and are part of a strong, close-knit community. See the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/supply-chain-management/) for more information.

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive School of Business alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

**ADMISSIONS**

Admission consideration for the MBA program requires a four-year undergraduate degree or the equivalent, in any discipline, from an accredited institution. The School of Business prefers a minimum of two years of professional work experience along with a strong undergraduate performance. In addition to academic credentials, a GMAT or GRE score, and work experience, personal achievements, motivation, communication skills (written and oral), and recommendation letters are all considered in the admission process at the Master’s and doctoral levels.

Note: The Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) must have been taken within five years prior to receiving an offer of admission. All applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS), or show the completion of an Interlink program. A minimum iBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.

**HOW TO APPLY**

Students interested in Business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/)

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

*Accelerated:* Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

*Evening/Weekend:* Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the
advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
<th>Overall Graduate GPA Requirement</th>
<th>Other Grade Requirements</th>
<th>Assessments and Examinations</th>
<th>Language Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>54 credits</td>
<td>48 credits</td>
<td>Half of degree coursework (27 credits out of 54 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
<td>3.00 GPA required.</td>
<td>The Graduate School requires an average grade of B or better was earned, may count toward the degree.</td>
<td>No required assessments or examinations beyond course requirements.</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required Core Courses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 710</td>
<td>Ethics, Integrity and Society</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 725</td>
<td>Consulting Practicum</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
</tr>
<tr>
<td>ACCT 1S 700</td>
<td>Financial Accounting</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
<td>2</td>
</tr>
<tr>
<td>M H R 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
<tr>
<td>M H R 723</td>
<td>Business Strategy</td>
<td>2</td>
</tr>
<tr>
<td>MARKETING 700</td>
<td>Marketing Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>2</td>
</tr>
</tbody>
</table>

### Required Specialization Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARKETING/OTM 722</td>
<td>Logistics Management</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING/OTM 724</td>
<td>Strategic Global Sourcing</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING 725</td>
<td>Marketing Channel Strategy</td>
<td>2</td>
</tr>
<tr>
<td>MARKETING/OTM 726</td>
<td>Supply Chain Strategy</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING/OTM 727</td>
<td>Information Technology in Supply Chains</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING 765</td>
<td>Contemporary Topics (Topic: SCM (Applied Learning))</td>
<td>4</td>
</tr>
<tr>
<td>OTM 714</td>
<td>Supply Chain Analytics</td>
<td>3</td>
</tr>
</tbody>
</table>

### Total Credits

54

### Approved Elective Courses

1. Waivers for this requirement and the associated credit will be offered if students have one year or more of United States work experience, or are not seeking an internship for approved reasons, such as company-sponsored status, active military, starting their own business as a founder/owner, or have a medical or family hardship. There may be other approvals on a case by case basis.

2. Students are required to take the 1 credit Marketing Contemporary Topics class titled SCM Applied Learning once per semester for a total of 4 times.

3. Students are eligible to take as electives any WSB course that is 600-level or higher without prior approval. Students may take WSB courses below the 600-level, and/or courses outside WSB with approval from the Center Director. Students are responsible for understanding and meeting any pre-requisite requirements. The following electives are strongly recommended as part of a comprehensive supply chain education: ACCT 1S 710 Managerial Accounting, M H R 728 Bargaining, Negotiating and Dispute Settlement for Managers, MARKETING/OTM 728 Supply Chain Capital Management, OTM 752 Project Management, and R M I 660 Risk Analytics and Behavioral Science.

### POLICIES

#### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

#### MAJOR-SPECIFIC POLICIES

#### PRIOR COURSEWORK

Graduate Work from Other Institutions

With program and department approval, up to 6 credits of graduate coursework completed two years prior to admission at an AACSB accredited institution, in which a grade of B or better was earned, may count toward the degree.
**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

With program and department approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 600 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dos/o.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeesdisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student's rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School.
of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School's Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students are expected to be enrolled full-time for all semesters. Exceptions may be granted in the final semester.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Develop appropriate supply chain strategies, and will be able to assess the financial, marketing and operational implications of such strategies.
2. Apply foundational knowledge in operations, marketing and other core business disciplines to support decision making within and across the fundamental dimensions of supply chain management planning, sourcing, making and delivering products.
3. By engaging in a wide range of applied activities, students will develop the ability to make supply chain decisions in real-world settings.
4. Identify relevant sources of data, know how to access that data, and will be able to analyze it using both statistical and optimization techniques to support supply chain decision making.
5. Identify and assess the opportunities and risks associated with global sources of supply and global markets for goods.
6. Develop a professional network of supply chain professionals in a wide variety of industries through engagement with the Executive Advisory Board, program alumni and affiliated companies and professional organizations.
7. Communicate their ideas and recommendations to individuals in all functional areas within an organization.

PEOPLE

GRAINGER CENTER FOR SUPPLY CHAIN MANAGEMENT

Greg Decroix, Ph.D.
Professor
Academic Director
greg.decroix@wisc.edu

Jake Dean
Director
jake.dean@wisc.edu

Danielle Zink
Assistant Director
danielle.zink@wisc.edu

ACCREDITATION

AACSB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


CELL AND REGENERATIVE BIOLOGY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Applied Bioinformatics, Graduate/Professional Certificate (p. 307)
• Applied Biotechnology, M.S. (p. 308)
• Biotechnology, M.S. (p. 313)

APPLIED BIOINFORMATICS, GRADUATE/PROFESSIONAL CERTIFICATE

The Graduate/Professional Certificate in Applied Bioinformatics is a companion certificate to the established collaborative online M.S. in Applied Biotechnology (p. 308). All courses are presented fully online asynchronous format by instructors from seven UW campuses.

All students enrolled in M.S. in Applied Biotechnology are eligible to add the Graduate/Professional Certificate in Applied Bioinformatics to their coursework. The courses in the Graduate Certificate in Bioinformatics may be taken concurrently with other M.S. in Applied Biotechnology courses. The Certificate courses may not take the place of the track courses (QA/Regulatory, R&D, Business) within the M.S. in Applied Biotechnology program.
**ADMISSIONS**

This Graduate/Professional Certificate in Applied Bioinformatics program is only for degree-seeking graduate students enrolled in the M.S. in Applied Biotechnology program.

Applications are accepted year-round.

- Applications are accepted for Fall through July 15
- Applications are accepted for Spring through December 15
- Applications are accepted for Summer through April 15

Incoming Applied Biotechnology M.S. students may apply to the Applied Bioinformatics Certificate.

Students enrolled in the M.S. in Applied Biotechnology program who are in good standing with the program (average GPA 3.0 or greater) are able to add the Applied Bioinformatics Graduate Certificate to their coursework.

To declare the certificate, please contact the program advisor listed under "Contact Information".

**FUNDING**

Students enrolled in the Graduate/Professional Certificate in Applied Bioinformatics as part of their M.S. in Applied Biotechnology Program are eligible for federal financial aid.

Students enrolled in Graduate/Professional Certificate in Applied Bioinformatics program are not permitted to accept any research, project, or teaching assistantship positions that would waive tuition or provide tuition remission.

Students are encouraged to contact the Office of Student Financial Aid to discuss federal loan programs and other lending opportunities. Students should also reach out to their companies to ask about continuing education and professional development support.

**REQUIREMENTS**

Minimum Residence Credits: 12

- All of the graduate/professional certificate credits must be earned "in residence" (which includes distance-delivered courses) at UW-Madison.

- Students must earn a B (minimum GPA of 3.000) or above on all graduate/professional certificate coursework.

- Courses in which a student elects the pass/fail option will not count toward completion of requirements.

Required Coursework: 12 credits

Completion of twelve credits is required for the certificate. A description of the requirements is provided below.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABT 720</td>
<td>Experimental Design and Analysis in Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>ABT 730</td>
<td>Python for Bioinformatics</td>
<td>3</td>
</tr>
</tbody>
</table>

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Demonstrate professional and scientific communication appropriate for biotechnology settings
2. Evaluate diverse analytical methods and technologies and their applications in bioinformatics
3. Demonstrate comprehensive understanding of organizational processes and product development pipelines and the data generated throughout

**PEOPLE**

The Graduate Certificate in Bioinformatics is an enhancement to the M.S. in Applied Biotechnology Program. Courses are taught in collaboration by faculty from seven University of Wisconsin campuses: UW-Green Bay, UW-Madison, UW-Oshkosh, UW-Parkside, UW-Platteville, UW-Stevens Point, and UW-Whitewater.

James Keck, Ph.D., Associate Dean for Basic Sciences
Professor, School of Medicine and Public Health

Natalie Betz, Ph.D., Academic director for the UW–Madison Applied Biotechnology program
Associate Director for the M.S. in Biotechnology Program
Faculty Instructor, School of Medicine and Public Health

**APPLIED BIOTECHNOLOGY, M.S.**

Every day, biotechnology is working to solve some of the world's most pressing problems—infecctious and hereditary disease, food security, and sustainable alternatives to fossil fuels—and moving forward with revolutionary solutions.

Whether your experience is based in healthcare, agriculture, or industry—the online, 11-course, 31-credit University of Wisconsin Master of Science
in Applied Biotechnology program will teach you how to bring the best of biotechnology innovation to the market, where it can do the most good.

- First, gain additional understanding of the principles and techniques of biotechnology, ethical, safety, and privacy concerns, funding, intellectual property and patents, professional and technical communication, experimental design and analysis, and organizational leadership—all within the scope of the global biotechnology industry.
- Then focus your learning within one or more specialization tracks: Quality Assurance and Compliance, Business Management, or Research and Development.
- Finally, upon completing your capstone project, you will earn a degree from the University of Wisconsin, one of the largest and most widely respected public higher education systems in the country.

The multi-campus partnership means you’ll learn from expert faculty from across the UW System with strong connections to the industry, and the online format offers working adults like you a flexible, convenient way to pursue an advanced degree.

The M.S. in Applied Biotechnology Program is a FULLY ONLINE graduate degree program. If you are seeking the FACE-TO-FACE program, please see the M.S. in Biotechnology (https://guide.wisc.edu/graduate/cell-regenerative-biology/biotechnology-ms/) Program. You can also apply to both under one application fee.

Not sure which program best suits your needs? Contact us to talk more. Call 608-262-9753 or email Bryan (bthusk@wisc.edu) or Michele (michele.smith@wisc.edu).

APPLY TO THE GRADUATE SCHOOL

Applications are submitted online only; paper copy applications are not available. Apply to the Graduate School online and select the "Applied Biotechnology MS" program. This is the online-only degree program, see "Biotechnology, MS" program for the face-to-face degree.

THE GRADUATE SCHOOL’S ONLINE APPLICATION (HTTPS://APPLY.GRAD.WISC.EDU)

The online application and $75 application fee must be submitted electronically to the Graduate School before you can be considered for admission. You are able to apply for up to three programs for the $75 application fee.

ADMISSIONS CRITERIA AND PREREQUISITE COURSEWORK

- Bachelor’s degree from an accredited university with a minimum grade point average of 3.0.
- Prerequisite coursework: two semesters college-level lab coursework in biological sciences and/or chemistry, all of which must have a lab component. To satisfy the prerequisite you must have completed either two semesters of biological sciences, two semesters of chemistry, or one semester each of biological sciences and chemistry.
- Professional resume or CV
- Unofficial transcripts. Upon acceptance, official transcripts will be required by the Graduate School.
- Two letters of recommendation (can be initiated and processed online via the Graduate School online application)
- A one- or two-page statement of purpose that is specific to the M.S. in Applied Biotechnology online degree (uploaded via the Graduate School online application) that provides the following:
  - Summary of your professional and academic background
  - Concise description of your short- and long-term professional goals
  - Clear explanation of how the online M.S. in Applied Biotechnology degree will help you meet your goals.

Additional Graduate School resources:

- Graduate School Admission Frequently Asked Questions (https://grad.wisc.edu/apply/#FAQ)
- Graduate School Admission Requirements (https://grad.wisc.edu/admissions/requirements/)

If you have any questions about how to apply or about the status of your application, you should contact Bryan Husk (https://www.ms-biotech.wisc.edu/admissions.cfm#bryan).

APPLICATION DEADLINE

Applications are accepted year round for the online M.S. in Applied Biotechnology Program. Students can begin in Fall, Spring or Summer term. To guarantee consideration for a particular term, applications should be completed by July 15 for Fall, December 15 for Spring, and April 15 for Summer.

ONLINE VERSUS FACE TO FACE

The “Applied Biotechnology MS” program is a fully online program. The "Biotechnology MS (p. 313)” program is face to face. Not sure
which Biotechnology program works best for you? Contact the program (608.262.9753) for more information. You can also apply to both for one application fee.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The M.S. in Applied Biotechnology Program does not offer any scholarships or financial aid. Graduate students are not permitted to accept any research, project, or teaching assistantship positions that would waive tuition or provide tuition remission. However, students may contact the Office of Student Financial Aid (https://financialaid.wisc.edu/) to discuss federal loan programs and other lending opportunities.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

_Accelerated:_ Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

_Evening/Weekend:_ Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

_Face-to-Face:_ Courses typically meet during weekdays on the UW-Madison Campus.

_Hybrid:_ These programs combine face-to-face and online learning formats. Contact the program for more specific information.

_Online:_ These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Minimum Residence Credit</th>
<th>31 credits</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Minimum Graduate Coursework Requirement</th>
<th>At least 50% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/">http://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/</a>).</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Overall Graduate GPA Requirement</th>
<th>3.00 GPA required.</th>
</tr>
</thead>
</table>

**Other Grade Requirements**

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

<table>
<thead>
<tr>
<th>Assessments and Examinations</th>
<th>Language</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

**COURSE REQUIREMENTS**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABT 700</td>
<td>Principles of Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>ABT 705</td>
<td>Ethics, Safety, and Regulatory Environments in Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>ABT 710</td>
<td>Professional and Technical Communication in Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>ABT 715</td>
<td>Techniques in Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>ABT 720</td>
<td>Experimental Design and Analysis in Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>ABT 725</td>
<td>Leadership in Organizations</td>
<td>3</td>
</tr>
<tr>
<td>ABT 789</td>
<td>Pre-Capstone</td>
<td>1</td>
</tr>
<tr>
<td>ABT 790</td>
<td>Capstone</td>
<td>3</td>
</tr>
</tbody>
</table>

Select a minimum of three classes (9 credits) from one or more of the following elective areas:

**Area 1: Quality Control and Validation**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABT 735</td>
<td>Quality Control and Validation</td>
</tr>
<tr>
<td>ABT 740</td>
<td>Regulatory Practice and Compliance</td>
</tr>
</tbody>
</table>

**Area 2: Business and Management**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABT 750</td>
<td>Biotechnology Marketing and Entrepreneurship</td>
</tr>
<tr>
<td>ABT 755</td>
<td>Global Operations and Supply Chain Management</td>
</tr>
</tbody>
</table>

**Area 3: Research and Development**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABT 760</td>
<td>Quality and Project Management</td>
</tr>
<tr>
<td>ABT 765</td>
<td>Assessing Innovation in Biotechnology</td>
</tr>
<tr>
<td>ABT 770</td>
<td>Product Development</td>
</tr>
</tbody>
</table>
GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
No prior coursework from other institutions may be applied toward program requirements.

UW–Madison Undergraduate
No prior coursework from UW–Madison undergraduate career may be applied toward program requirements.

UW–Madison University Special
The M.S. in Applied Biotechnology Program may approve UW-Madison University Special students to enroll in specific M.S. in Applied Biotechnology courses. Only coursework specific to the M.S. in Applied Biotechnology Program may be applied toward program requirements. Special students must meet Graduate School requirements if they wish to apply to the M.S. in Applied Biotechnology Program and understand that all credits taken as a special student may be subject to a graduate tuition rate increase upon transfer into the graduate school and used toward degree completion.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

Any incomplete work is expected to be completed and submitted within the next term even if the student is not taking additional classes for that term.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

Students will be advised by M.S. in Applied Biotechnology Program staff.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for all

Grievance Policy for Graduate Programs in the School of Medicine and Public Health

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance. Any student who has been treated unfairly has the right to appeal decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student towards the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Exclusions

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.
This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor’s name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.

3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.

   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.

   c. The grievance advisor or program director will share the response with the student filing the grievance.

   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program’s faculty committee. The following steps will occur:

   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and/or others. If meetings occur, the senior associate dean or their designee will make a final decision within 20 business days of the written appeal, acknowledging the receipt of the appeal.

   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.

   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's

**Time Limits**

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

**OTHER**

The M.S. in Applied Biotechnology Program does not offer any scholarships or financial aid. Graduate students are not permitted to accept any research, project, or teaching assistantship positions that would waive tuition or provide tuition remission. However, students may contact the Office of Student Financial Aid to discuss federal loan programs and other lending opportunities.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources ([https://grad.wisc.edu/pd/](https://grad.wisc.edu/pd/)) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Demonstrate professional and scientific communication appropriate for biotechnology settings
2. Demonstrate comprehensive understanding of organizational processes and product development pipelines
3. Distinguish among diverse methods and technologies and their applications in biotechnology
4. Demonstrate strategic leadership and decision-making skills necessary in biotechnology
5. Appraise the current regulatory, quality control, and legal frameworks that impact biotechnology
6. Demonstrate professional and ethical behaviors that foster positive and productive interactions in diverse biotechnology settings

**PEOPLE**

The UW Applied Biotechnology curriculum is designed and taught in collaboration by faculty from seven University of Wisconsin campuses: UW–Green Bay, UW–Madison, UW–Oshkosh, UW–Parkside, UW–Platteville, UW–Stevens Point, and UW–Whitewater. However, by selecting UW–Madison as your campus, your degree will come from UW–Madison.

James Keck, Ph.D.
- Associate Dean for Basic Sciences
- Professor, School of Medicine and Public Health

Natalie Betz, Ph.D.
- Academic director for the UW–Madison Applied Biotechnology program

**BIOTECHNOLOGY, M.S.**

The Master of Science (M.S.) in Biotechnology is designed for working professionals and provides students with an overarching view of modern biotechnology operations, addressing fundamental scientific and legal matters, innovative technologies and complex business issues. Students thrive in a face-to-face environment rich in academic and industrial collaboration, leaving the program prepared to assume leadership roles in the biotechnology industry. Practical and results oriented, this two-year program provides the foundation necessary for succeeding and advancing in one of the fastest growing and most complex industries in the world. Top-rated UW–Madison faculty and talented business partners in Wisconsin combine their expertise to provide hands-on, problem-solving experiences while offering flexible schedules for students, including convenient weekend and evening courses.

The M.S. in Biotechnology Program is a face-to-face graduate degree where students meet every other week over seven sessions each semester. The meeting times are every other Thursday night, all day Friday, and Saturday mornings.

If you are seeking the fully online program, please see the M.S. in Applied Biotechnology ([https://guide.wisc.edu/graduate/cell-regenerative-biology/applied-biotechnology-ms/](https://guide.wisc.edu/graduate/cell-regenerative-biology/applied-biotechnology-ms/)) Program at UW–Madison.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>May 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
</tbody>
</table>

- Associate Director for the M.S. in Biotechnology Program
- Faculty Instructor, School of Medicine and Public Health

Bryan Husk, M.A.
- Assistant Director of the M.S. in Biotechnology and Applied Biotechnology programs
- Academic Staff, School of Medicine and Public Health
- bthusk@wisc.edu
- 608-265-0773 office • 608-577-9182 cell

Michele Smith, M.S., SCT(ASCP)
- Program Manager for the M.S. in Biotechnology and Applied Biotechnology programs
- Academic Staff, School of Medicine and Public Health
- michele.smith@wisc.edu
- 608-262-9753 office • 608-658-5311 cell
GRE (Graduate Record Examinations) Not required.

English Proficiency Test Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required

3

APPLY TO THE GRADUATE SCHOOL
Applications are submitted online only; paper copy applications are not available. Apply to the Graduate School online and select the "Biotechnology MS" program option:

THE GRADUATE SCHOOL'S ONLINE APPLICATION (HTTPS://APPLY.GRAD.WISC.EDU/)
The online application and application fee must be submitted electronically to the Graduate School before your application can be considered for admission.

The following materials must be uploaded to your Graduate School online application:

- Your professional resume
- Unofficial transcript(s) for your undergraduate degree institution(s) and unofficial transcripts from any post-undergraduate degrees (if applicable)
- Three Letters of Recommendation (initiated and processed online via the Graduate School online application)
- A one- or two-page Statement of Purpose (uploaded via the Graduate School online application) that provides the following:
  - A brief summary of your professional and academic background, a clear explanation of how the M.S. in Biotechnology degree will help you meet your career goals. (Please be specific to the M.S. in Biotechnology degree and its curriculum.)

Additional Graduate School resources:

- Graduate School Admission Frequently Asked Questions (https://grad.wisc.edu/apply/#FAQ)
- Graduate School Admission Requirements (https://grad.wisc.edu/apply/requirements/)

If you have any questions about applying to the M.S. in Biotechnology Program (https://www.rsm-biotech.wisc.edu) or about the status of your application, you should contact Bryan Husk (https://www.wisc.edu/directories/person/?q=Bryan%20Husk&email=bthusk@wisc.edu&savedQuery=Bryan%20Husk&returnPath=/directories/).

APPLICATION DEADLINE
Applications for Fall semester are accepted until a full cohort of up to 28 students has committed to attend. Spaces are sometimes available for strong applicants until as late as June or July for domestic applicants, however, the cutoff date for international applicants is May 1st each year. There is no admission for Spring or Summer terms.

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
The M.S. in Biotechnology Program does not offer any scholarships or financial aid. Graduate students are not permitted to accept any research, project, or teaching assistantship positions that would waive tuition or provide tuition remission. However, students may contact the Office of Student Financial Aid (https://financialaid.wisc.edu/) to discuss federal loan programs and other lending opportunities.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum 34 credits

Credit Requirement
Minimum Residence Credit Requirement 34 credits

Minimum Graduate Coursework Requirement 100% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/). Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations None.

Language Requirements None.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1, Fall Semester</td>
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</tr>
<tr>
<td>CRB 802</td>
<td>Business of Biotechnology: Fundamentals of Product Development</td>
<td>2</td>
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<tr>
<td>CRB 800</td>
<td>Intellectual Property, Patents and Licensing</td>
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</tr>
<tr>
<td>CRB 804</td>
<td>Biotechnology Regulation and Ethics</td>
<td>2</td>
</tr>
<tr>
<td>CRB 803</td>
<td>Molecular Technologies I</td>
<td>2</td>
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<tr>
<td>Year 1, Spring Semester</td>
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<tr>
<td>CRB 824</td>
<td>Molecular Technologies II</td>
<td>3</td>
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<td>CRB 820</td>
<td>Biotechnology Operations</td>
<td>5</td>
</tr>
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<td>CRB 843</td>
<td>Project Management and Leadership</td>
<td>2</td>
</tr>
<tr>
<td>Year 2, Fall Semester</td>
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<tr>
<td>CRB 841</td>
<td>Business of Biotechnology: Contemporary Challenges and Applications</td>
<td>2</td>
</tr>
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<td>CRB 830</td>
<td>Early Drug Discovery</td>
<td>4</td>
</tr>
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<td>CRB 834</td>
<td>Molecular Technologies III</td>
<td>2</td>
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<tr>
<td>Year 2, Spring Semester</td>
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<tr>
<td>CRB 842</td>
<td>Business of Biotechnology: Sustaining Growth</td>
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<td>CRB 844</td>
<td>Advanced Biotechnology: Global Perspectives</td>
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<td>CRB 845</td>
<td>Professional Development and Effective Management</td>
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<tr>
<td>CRB 846</td>
<td>Biotechnology Capstone</td>
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</tr>
</tbody>
</table>

Total Credits 34

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
No prior coursework from other institutions may be applied toward program requirements.

UW–Madison Undergraduate
No prior coursework from UW–Madison undergraduate career may be applied toward program requirements.

UW–Madison University Special
No prior coursework taken as a UW–Madison University Special student may be applied toward program requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Medicine and Public Health
Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the "Research" tab of the SMPH intranet (https://intranet.med.wisc.edu/).

Exclusions
This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs
The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor's name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
c. The grievance advisor or program director will share the response with the student filing the grievance.

d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program’s faculty committee. The following steps will occur.

   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.

   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.

   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER

The M.S. in Biotechnology Program does not offer any financial aid, and graduate students are not permitted to accept any research, project, or teaching assistantship positions that would waive tuition. Students with two or more years work experience after receiving their bachelor’s degree are preferred for admission.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Apply core scientific and business principles to distinguish the difference between scientific and commercial success, and gain insight in to the challenge of balancing product usefulness with positive return on investment.

2. Understand how regulation is developed and how it interacts with business and finance to influence the formation and growth of technology companies.

3. Understand and apply modern biotechnology methods and practice, as well as effective written and oral scientific communication, through hands-on participation in the laboratory.

4. Apply knowledge of seven functional specialties (regulatory affairs, quality assurance, biomanufacturing, quality control, non-clinical development, clinical development and project management) to the coordinated process of product development.

5. Understand the processes, technologies, scientific principles and major challenges of the early drug discovery process as it continues to evolve.

6. Evaluate the potential of a product or technology based on the organizational resources required for full commercialization.

7. Understand firm-level strategic development, and apply strategic business principles in day-to-day operations.

8. Demonstrate an ability to identify a global problem, and how biotechnology may offer a novel solution(s).

9. Integrate the technical, sociological and leadership skills that are necessary to design, use and defend a global project management plan.

10. Integrate topics in science, policy, law and business in order to lead the development and commercialization of new and promising technologies.

11. Recognize and apply principles of ethical and professional conduct develop long-term networks and relationships with industry partners.

12. Understand the ethical and safety issues that help shape public policies on biotechnology and its applications.

PEOPLE

The program’s instructional faculty are a blend of world-renowned scholars from across UW–Madison and dynamic leaders from the region’s private biotechnology industries. All the program’s faculty and staff are committed to your education and career success.

Faculty and Staff Directory (https://www.ms-biotech.wisc.edu/directory.cfm)
Admissions to the Public Humanities Graduate Certificate have been suspended as of fall 2021. If you have any questions, please contact the department.

The Graduate Certificate in the Public Humanities (http://humanities.wisc.edu/public-humanities/graduate-certificate/) prepares graduate students to pursue careers outside of academia and trains students who wish to remain within academia to articulate new horizons for their research.

The Graduate Certificate in the Public Humanities builds on the Center for the Humanities' pioneering work in the public humanities and its related programs for graduate students, including the Public Humanities Exchange (HEX) (http://humanities.wisc.edu/public-humanities/exchange-program/) and the Public Humanities Fellowships (http://humanities.wisc.edu/public-humanities/graduate-fellowships/). It provides enrolled students with training and experience in the focuses on essential knowledge and skills required for professional paths that may not include traditional university teaching positions, whether in other sectors of higher education, policymaking and analysis, cultural organizations, new media, government, or research. Through coursework and hands-on project development, the program equips students with theoretical, historical, and practical knowledge that will help them to develop alternative applications for their scholarly research and engage their scholarly methods for use in broader social and professional contexts.

**ADMISSIONS**

Admissions to the Graduate Certificate in the Public Humanities is suspended as of Fall 2021. For further questions, please contact Megan Massino at massino@wisc.edu.

Graduate students pursuing degrees in any program at UW–Madison are welcome to seek admission into the Graduate Certificate in the Public Humanities. Students can declare their intention to pursue the certificate at any time. To receive the certificate, they must complete an application form, and are welcome to submit it at any time for review and feedback from the Associate Director, Megan Massino. The application requires final approval by a faculty subcommittee of the Center for the Humanities’ advisory committee.

**REQUIREMENTS**

There are no formal prerequisites for matriculation into the graduate certificate program in terms of coursework. However, only those students with B.A. or B.S. degrees from accredited colleges or universities who are currently enrolled graduate students at the University of Wisconsin–Madison are permitted to enter the graduate certificate program. Special students and undergraduates are ineligible to receive the certificate.

Graduate students pursuing any degree in any program at UW–Madison are invited to obtain a Graduate Certificate in the Public Humanities. The certificate is not a stand-alone program. Students who wish to receive the Graduate Certificate in the Public Humanities must take a core course, INTER-LS 700 Public Humanities: Theories, Methods, Cases offered each year, and develop a coherent, thematic sequence of three additional courses, for a total of 12 credits. All students also are required to undertake a capstone project.

**LEARNING OUTCOMES**

1. a. Discover inherent value of working collaboratively with constituencies outside of the university, especially community based program partners. b. Learn how to more effectively assess the needs and capacities of program partners and community organizations in general. c. Advance the Wisconsin Idea and its of community engagement across racial, ethnic, economic, and cultural differences.

2. a. Recognize public cultures through institutions, publication, program development and public intellectual, art, and criticism. b. Gain understanding of Public Humanities as emerging/significant field and its academic/nonacademic value. c. Understand foundations of Public Humanities/current discussions about its nature/value. d. Develop concepts/skills translating humanities for nonacademics.

3. a. Be able to critically analyze and engage with the role of the public intellectual. b. Develop alternative applications for scholarly research and training for use in a broader context.

**PEOPLE**

**AFFILIATED FACULTY**

**Art**
Laurie Beth Clark

**Art History**
Preeti Chopra

**Asian American Studies**
Lynet Uttal

**Classics**
Alex Dressler

**Communication Arts**
Robert Asen
Rob Howard (also Comparative Literature)
Jenell Johnson
Susan Zaeske

**Comparative Literature**
Vinay Dharwadker
Mary Layoun

**Curriculum and Instruction**
Simone Schweber
CHEMICAL AND BIOLOGICAL ENGINEERING

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE PROFESSIONAL/CERTIFICATES

- Chemical Engineering, Doctoral Minor (p. 319)
- Chemical Engineering, M.S. (p. 320)
- Chemical Engineering, Ph.D. (p. 323)

PEOPLE

PROFESSORS
Eric V. Shusta (Chair)
Michael David Graham
George Huber
Daniel J. Klingenberg
David M. Lynn
Manos Mavrikakis
Regina Murphy
Sean P. Palacek
Brian F. Pfleger
Thatcher Root
John Yin

ASSOCIATE PROFESSORS
Ross E. Swaney
Victor Zavala Tejada

ASSISTANT PROFESSORS
Styliani Avraamidou
Matthew Gebbie
Marcel Schreier
Reid Van Lehn

RESEARCH PROFESSOR
William Banholzer

See also Chemical and Biological Engineering Faculty Directory (https://directory.engr.wisc.edu/che/faculty/).

CHEMICAL ENGINEERING, DOCTORAL MINOR

REQUIREMENTS

A Ph.D. candidate in another department who wishes to minor in chemical engineering should contact the Chemical and Biological Engineering (CBE) Graduate Program Office. A CBE minor consists of 9
credits of courses in Chemical and Biological Engineering numbered 300 and above with an average grade of B or better.

PEOPLE

PROFESSORS
Eric V. Shusta (Chair)
Michael David Graham
George Huber
Daniel J. Klingenberg
David M. Lynn
Manos Mavrikakis
Regina Murphy
Sean P. Palacek
Brian F. Pfleger
Thatcher Root
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Matthew Gebbie
Marcel Schreier
Reid Van Lehn

RESEARCH PROFESSOR
William Banholzer

See also Chemical and Biological Engineering Faculty Directory (https://directory.engr.wisc.edu/che/faculty/).

CHEMICAL ENGINEERING, M.S.

The Department of Chemical and Biological Engineering does not consider applications for a terminal M.S. degree; the department admits only to the Ph.D. program. The M.S. degree can be awarded post admission for work completed leading to the Ph.D. degree. The M.S. degree is not a prerequisite for the Ph.D. degree.

Graduate study in the department may be directed toward the master of science or the doctor of philosophy in chemical engineering. The graduate courses are planned to train outstanding students for advanced work in research and development.

The Department of Chemical and Biological Engineering has a tradition of excellence dating back to 1905. For a century, the program has consistently ranked as one of the best in the world. The department offers research opportunities in both traditional and emerging areas of research in chemical and biological engineering. These areas include energy-related science and technology, soft and hard materials science and engineering, systems engineering and optimization, catalysis, process control and design, nanotechnology, biotechnology, biomedical engineering, complex fluids, colloid and interfacial phenomena, atomic, molecular, and multiscale modeling, polymers (synthesis and processing), micro- and nano-electronics, environmental engineering and sustainability, reactor design, and atomic-scale design of surface reactivity. These areas of research are advanced by leveraging tools from the fields of applied mathematics, statistical mechanics, kinetics and catalysis, thermodynamics, and transport phenomena.

Research in the department is highly interdisciplinary, capitalizing on programs of national prominence such as the NSF Materials Research Science and Engineering Center (MRSEC), the nation’s largest NIH-funded biotechnology training program, and the Computation and Informatics in Biology and Medicine training program. Interdisciplinary research opportunities are also available through the Materials Science Program, the Center for Nanotechnology, and the Rheology Research Center. Researchers in the department have access to state-of-the-art facilities for research, including facilities for nanofabrication and the life sciences.

Graduate students in the department are encouraged to participate in international research experiences, industry internships, and entrepreneurial activities.

For interests and activities of faculty members, along with a list of selected publications for each, see the department’s faculty directory (http://directory.engr.wisc.edu/che/faculty/).

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 323)

FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial support for qualified graduate students is available in the form of research assistantships, teaching assistantships, and fellowships.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

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MAJOR REQUIREMENTS

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**Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

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<thead>
<tr>
<th>Requirements Detail</th>
<th>Detail</th>
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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Professional group of courses: Grades of B or better are required. Elective group of courses: Grades of B or better are required.</td>
</tr>
</tbody>
</table>

#### Assessments and Examinations

An M.S. candidate not planning to seek re-admission to the Ph.D. program must successfully complete an oral examination before a departmental examining committee of the advisor(s) plus two other CBE faculty members. An M.S. candidate who is seeking re-admission to the Ph.D. program must successfully complete an oral examination before a departmental examining committee of the advisor(s) plus three other CBE faculty members. The candidate may defend an M.S. thesis or an independent study project report in a closed defense. The independent study project will comprise a minimum of three credits of supervised CBE 790 and may involve a lab project, theoretical work, or a critical review of an advanced engineering topic. The defense of an independent study project is conducted in a closed session.

### REQUIRED COURSES

To qualify for the M.S. degree, student must complete a minimum of 30 graduate-level credits (300 and above), divided into two groups:

1. **Professional group**: minimum of 12 credits of chemical engineering courses. At least 6 credits must be numbered 600–899 (excluding research).
2. **Elective group**: minimum of 12 credits of graduate courses. At least 6 of these credits shall be in departments other than CBE and shall be chosen in consultation with the advisor(s) for their relevance to chemical and biological engineering.

Up to 6 credits will be allowed for chemical and biological engineering courses numbered between 300 and 499 in groups I and II combined, provided equivalent courses were not previously taken by the student.

The independent study project will comprise no fewer than 3 credits of supervised CBE 790 Master's Research or Thesis and may involve a lab project, theoretical work, or a critical review of an advanced engineering topic.

An M.S. candidate must successfully complete an oral examination before a departmental examining committee.

When a candidate presents a thesis, no fewer than 5 nor more than 14 credits of research (CBE 790) may be counted toward the 30-credit-total requirement. When a thesis is not presented, a maximum of 6 credits of research may be counted toward the total.

Students who enter the program without a Bachelor of Science in Chemical Engineering may be required to take remedial coursework.

### POLICIES

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

#### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

With program approval, students are allowed to count graduate coursework from other institutions toward the Minimum Graduate Degree Credit Requirement and the Minimum Graduate coursework (50%) Requirement. No credits from other institutions can be counted toward the Minimum Graduate Residence Credit Requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

A total of 7 undergraduate credits from the UW–Madison undergraduate degree may be counted toward coursework requirements. If those credits are numbered 300 or above, they may be counted toward the Minimum Graduate Degree Credit Requirement. If those credits are numbered 700 or above, they may be counted toward the Minimum Graduate coursework (50%) Requirement. No credits can be counted toward the Minimum Graduate Residence Credit Requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.
**UW–Madison University Special**

With program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the Minimum Graduate Residence Credit Requirement, and the Minimum Graduate Degree Credit Requirement and the Minimum Graduate Coursework (50%) Requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

An M.S. candidate not planning to seek re-admission to the Ph.D. program must successfully complete an oral examination before a departmental examining committee of the advisor(s) plus two other CBE faculty members. An M.S. candidate who is seeking re-admission to the Ph.D. program must successfully complete an oral examination before a departmental examining committee of the advisor(s) plus three other CBE faculty members.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosostudents.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
- Dean of Students Office (https://dosostudents.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate students and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeesdisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
- Office of Compliance (https://compliance wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance wisc.edu/titleix/) (for concerns about discrimination)

If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students’ concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc.). For more information see the Graduate School Academic Policies & Procedures: https://grad wisc.edu/acadpolicy/?policy=grievancesandappeals The Assistant Dean for Graduate Affairs (engr dean graduateaffairs engr wisc edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

**PROCEDURES**

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.
2. Should a satisfactory resolution not be achieved, the student should contact the CBE Graduate Associate Chair, or Department Chair if the grievance involves the Graduate Associate Chair, to discuss the grievance. The Graduate Associate Chair or Department Chair will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Equity and Diversity website: https://oed.wisc.edu/. Other campus resources include:

- The Graduate School – www.grad.wisc.edu (http://www.grad.wisc.edu/)
- McBurney Disability Resource Center – www.mcburney.wisc.edu (http://www.mcburney.wisc.edu/)
- Employee Assistance Office – www.eao.wisc.edu (http://www.eao.wisc.edu/)
- Ombuds Office – www.ombuds.wisc.edu (http://www.ombuds.wisc.edu/)
- University Health Services – www.uhs.wisc.edu (http://www.uhs.wisc.edu/)

3. If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Graduate Associate Chair in writing, within 60 calendar days of the alleged unfair treatment.
4. On receipt of a written complaint, a faculty committee will be convened by the Graduate Associate Chair to manage the grievance. The faculty committee will obtain a written response from the person, organization, or governing committee toward whom the complaint is directed. This response will be shared with the person filing the grievance.

5. The faculty committee will determine a decision regarding the grievance. The Graduate Associate Chair will report on the action taken by the committee in writing to both the student and the person, organization, or governing committee toward whom the complaint was directed within 20 working days from the date the complaint was received.

6. At this point, if either party (the student or the person, organization, or governing committee toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College of Engineering. The Assistant Dean for Graduate Affairs (enr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the College of Engineering level. These policies are described in the Graduate School's Academic Policies & Procedures: https://grad.wisc.edu/acadpolicy/?policy=grievancesandappeals.

OTHER

Admitted students are offered research assistantships to support the pursuit of dissertation or degree research in chemical engineering. The stipend, after tuition and fees, is guaranteed for the duration of a student's graduate studies provided satisfactory progress is made toward their degree. Support for students receiving external funding or other program opportunities are reviewed case by case. Although students can be awarded M.S. degrees, there is no direct admission to the M.S. program.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate a strong understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and solve advanced engineering problems.
3. Demonstrate creative, independent problem solving skills.

4. Apply the latest scientific and technological advancements, advanced techniques, and modern engineering tools to these problems.
5. Recognize and apply principles of ethical and professional conduct.

PEOPLE

PROFESSORS
Eric V. Shusta (Chair)
Michael David Graham
George Huber
Daniel J. Klingenberg
David M. Lynn
Manos Mavrikakis
Regina Murphy
Sean P. Palacek
Brian F. Pfleger
Thatcher Root
John Yin

ASSOCIATE PROFESSORS
Ross E. Swaney
Victor Zavala Tejada

ASSISTANT PROFESSORS
Styliani Avraamidou
Matthew Gebbie
Marcel Schreier
Reid Van Lehn

RESEARCH PROFESSOR
William Banholzer

See also Chemical and Biological Engineering Faculty Directory (https://directory.engr.wisc.edu/che/faculty/).

CHEMICAL ENGINEERING, PH.D.

The Department of Chemical and Biological Engineering has a tradition of excellence dating back to 1905. For over a century, the program has consistently ranked as one of the best in the world. The department offers research opportunities in both traditional and emerging areas of research in chemical and biological engineering. These areas include energy-related science and technology, soft and hard materials science and engineering, systems engineering and optimization, catalysis, process control and design, nanotechnology, biotechnology, biomedical engineering, complex fluids, colloid and interfacial phenomena, atomic, molecular, and multiscale modeling, polymers (synthesis and processing), micro- and nano-electronics, environmental engineering and sustainability, reactor design, and atomic-scale design of surface reactivity. These areas of research are advanced by leveraging tools from the fields of applied mathematics, statistical mechanics, kinetics and catalysis, thermodynamics, and transport phenomena. The graduate courses are planned to train outstanding students for advanced work in research and development. Graduate students in the department are encouraged to participate in international research experiences, industry internships, and entrepreneurial activities.

Research in the department is highly interdisciplinary, capitalizing on programs of national prominence such as the NSF Materials Research Science and Engineering Center (MRSEC), the nation's largest NIH-funded
biotechnology training program, and the Computation and Informatics in Biology and Medicine training program. Interdisciplinary research opportunities are also available through the Materials Science Program, the Center for Nanotechnology, and the Rheology Research Center. Researchers in the department have access to state-of-the-art facilities for research, including facilities for nanofabrication and the life sciences.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet the minimum requirements** (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

* The GRE requirement is waived for the fall 2021 and spring 2022 application cycles due to COVID-19.

Students with a strong background in chemical engineering or related field and a strong interest in research are encouraged to apply for admission. Most applicants accepted into the program have grade-point averages well above the Graduate School minimum of 3.0 on a 4.0 scale. All applicants are required to take the Graduate Record Exam (GRE) general test. Applications are evaluated on the basis of previous academic record, GRE scores, letters of recommendation, and personal statement. The Department of Chemical and Biological Engineering does not consider applications for a terminal M.S. degree; the department admits only to the Ph.D. An M.S. degree can be awarded post admission as an alternative to the Ph.D. degree. The M.S. degree is not a prerequisite for the Ph.D. degree.

Applicants with degrees in the physical or life sciences or other engineering fields are encouraged to apply for admission into the Ph.D. graduate program. These students should contact the chair of the graduate admissions committee to discuss their preparation for the graduate program. Students are not accepted for spring semester except when space is available. Fall applications and supporting materials **must be received by December 15.**

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students admitted to the graduate program are guaranteed financial support from the department in the form of research assistantships, teaching assistantships and fellowships. Support will continue as long as the student maintains satisfactory progress toward their degree.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement: Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: At least two of the core graduate classes must be taken in the first semester of residence in the graduate program, and at least four core graduate classes must be completed with grades of B or better, preferably by the end of the second semester of residence. A student who receives one grade of BC or lower in a core class but who wishes to remains in the PhD program must take the fifth core course or re-take the low graded core course preferably in the third semester, and the student must receive a B or better.

A student who receives more than one grade of BC or lower in core graduate classes will be placed in the M.S. program. Upon successful completion of the M.S. program, the student may petition the full faculty for readmission to the Ph.D. program.

A student who receives an average of 3.0 or higher on their preliminary exam becomes a candidate for the Ph.D. program. A student who does not receive an average score of 3.0 or higher in the qualifying process is placed in the M.S. program. Upon successful completion of the M.S. program, the student may petition the full faculty to be readmitted to the Ph.D. program.

Assessments and Examinations: A Ph.D. candidate who has met the grade requirements must complete a preliminary exam consisting of a written report and oral examination. During the fall semester of the fourth year of the program, candidates will participate in a mandatory research progress meeting with their thesis committee. The Ph.D. candidate defends a written thesis in a final oral examination.

Language Requirements: No language requirements.

Doctoral Minor/Breadth Requirements: Students must complete a minor.

The Ph.D. candidate is required to undertake a program of coursework in a field other than chemical and biological engineering. This requirement may be satisfied by an external minor (option A) or a distributed minor (option B).

The minor, whether Option A or B, is designed to represent a coherent body of work, and should not be simply an after-the-fact ratification of a number of courses taken outside the major department. To ensure coherence, the student must consult with his or her advisor. The Ph.D. Minor Agreement Form should be submitted for approval at an early date, before the student is halfway through the proposed course sequence.

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**REQUIRED COURSES**

Students must complete at least six semester courses (totaling at least 18 credits) in the CBE department. Four courses will be core CBE courses and two will be CBE electives, chosen at the discretion of the student in consultation with their advisor. These classroom courses shall be in the range numbered 500-899 and will not be laboratory courses, Independent Studies or Research. Grades of B or better are required in all CBE courses used towards degree requirements.

At least four of the six CBE courses shall be selected from these core graduate courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBE 620</td>
<td>Intermediate Transport Phenomena</td>
<td>3</td>
</tr>
<tr>
<td>CBE 660</td>
<td>Intermediate Problems in Chemical Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CBE 710</td>
<td>Advanced Chemical Engineering Thermodynamics</td>
<td>3</td>
</tr>
<tr>
<td>CBE 735</td>
<td>Kinetics and Catalysis</td>
<td>3</td>
</tr>
<tr>
<td>CBE 781</td>
<td>Biological Engineering: Molecules, Cells &amp; Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

At least two of the core graduate courses must be taken in the first semester of residence in the graduate program, and at least four core graduate courses must be completed with grades of B or better, preferably by the end of the second semester of residence. A student who receives one grade of BC or lower in a core class but who wishes to remains in the PhD program must take the fifth core course or re-take the low graded core course preferably in the third semester, and the student must receive a B or better. Students are expected to take a total of four courses in their first semester of residence.

The requirement of four core CBE graduate courses shall not be met by substitution of other courses. Students matriculating with an M.S. degree from another university may, with department approval, use up to two courses from their M.S. work toward the requirement of six CBE graduate courses.

Students taking advanced courses outside the department in excess of minor requirements may, with department approval, use up to two of these courses toward the requirement of six CBE graduate courses. Seminar courses may not be used to satisfy CBE course requirements.

Elective course requirement: Students must complete at least one course totaling at least three credits. Courses must be numbered 300 and above. A B average is required. Pass/fail or audit courses may not be used for the elective course requirement. Courses used to satisfy the minor program may not be used for the elective course requirement. Advisor approval is required and secured through submission of the Ph.D. Elective Course Approval Form. Elective courses can be foreign language courses.

Teaching assistantship: Each student in the Ph.D. program is required to serve as a teaching assistant (TA) for two semesters. Under normal circumstances, each student should serve as a TA one semester of the second year and one semester of the third year. Requests for alternate arrangements, partial or full waiver of the requirement, should be submitted in writing to the Graduate Program Committee.

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**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies
beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count graduate coursework from other institutions toward the Minimum Graduate Degree Credit Requirement and the Minimum Graduate coursework (50%) Requirement. No credits from other institutions can be counted toward the Minimum Graduate Residence Credit Requirement. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

A total of 7 undergraduate credits from the UW–Madison undergraduate degree may be counted toward coursework requirements. If those credits are numbered 300 or above, they may be counted toward the Minimum Graduate Degree Credit Requirement. If those credits are numbered 700 or above, they may be counted toward the Minimum Graduate coursework (50%) Requirement. No credits can be counted toward the Minimum Graduate Residence Credit Requirement. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the Minimum Graduate Residence Credit Requirement, and the Minimum Graduate Degree Credit Requirement and the Minimum Graduate Coursework (50%) Requirement. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

A student who receives more than one grade of BC or lower in core graduate courses will be placed in the M.S. program. Upon successful completion of the M.S. program, the student may petition the full faculty for readmission to the Ph.D. program.

A student who receives an average of 3.0 or higher becomes a candidate for the Ph.D. program. A student who does not receive an average score of 3.0 or higher in the qualifying process is placed in the M.S. program. Upon successful completion of the M.S. program, the student may petition the full faculty to be readmitted to the Ph.D. program.

Students placed in the M.S. program are expected to finish the M.S. program within five semesters of admission into the Ph.D. program.

**ADVISOR / COMMITTEE**

All students are required to have an advisor and form a committee. Students should refer to the departmental Graduate Handbook of Academic Policies and Procedures for more information.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

The CBE department expects students to complete their Ph.D. degree within five years. Any student unable to defend her or his thesis in this period must petition the faculty for an extension by July 1 of the fifth year, specifying reasons for the request and length of requested extension.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosu.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/# grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosu.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Grievance Procedures**

If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students’ concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc.). For more information see the Graduate School Academic Policies & Procedures: https://grad.wisc.edu/acadpolicy/?policy=grievancesandappeals The Assistant Dean for Graduate Affairs (engr-dean-graduatedeaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

**Procedures**

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.

2. Should a satisfactory resolution not be achieved, the student should contact the CBE Graduate Associate Chair, or Department Chair if the grievance involves the Graduate Associate Chair, to discuss
the grievance. The Graduate Associate Chair or Department Chair will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found above.

3. If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Graduate Associate Chair in writing, within 60 calendar days of the alleged unfair treatment.

4. On receipt of a written complaint, a faculty committee will be convened by the Graduate Associate Chair to manage the grievance. The faculty committee will obtain a written response from the person, organization, or governing committee toward whom the complaint is directed. This response will be shared with the person filing the grievance.

5. The faculty committee will determine a decision regarding the grievance. The Graduate Associate Chair will report on the action taken by the committee in writing to both the student and the person, organization, or governing committee toward whom the complaint was directed within 20 working days from the date the complaint was received.

6. At this point, if either party (the student or the person, organization, or governing committee toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College of Engineering. The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the College of Engineering level. These policies are described in the Graduate School’s Academic Policies & Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER
Admitted students are offered research assistantships to support the pursuit of dissertation or degree research in chemical engineering. The stipend, after tuition and fees, is guaranteed for the duration of a student’s graduate studies provided satisfactory progress is made toward their degree. Support for students receiving external funding or other program opportunities are reviewed case by case. Although students can be awarded M.S. degrees, there is no direct admission to the M.S. program.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
The CBE Graduate Program office coordinates on-going professional development workshops. Topics have included: life in industry, ethical decision making, intellectual property agreements, maintaining self-motivation, how to utilize software in creating figures, effective management of undergraduate researchers, effective management of your thesis advisor and individual development plans (IDPs).

Also, the Graduate School Office of Professional Development offers training opportunities for graduate students and this information is e-mailed to all of the CBE grad students on a regular basis. Examples of these training offerings include sharing of information about DELTA, dissertation writing, grant writing and job search strategies.

In order to foster effective teaching among our graduate students, all students are required to serve as a TA for two semesters. Before graduate students are allowed to TA, each must participate in the New Educator’s Orientation (NEO) training offered each semester. They are also encouraged to connect with the University’s DELTA program.

LEARNING OUTCOMES
1. Demonstrate an ability to synthesize knowledge from a subset of the biological, physical, and social sciences to help frame problems critical to the future of their discipline.
2. Conduct original research.
3. Demonstrate an ability to create new knowledge and communicate it to their peers.
4. Fosters ethical and professional conduct.

PEOPLE

PROFESSORS
Eric V. Shusta (Chair)
Michael David Graham
George Huber
Daniel J. Klingenberg
David M. Lynn
Manos Mavrikakis
Regina Murphy
Sean P. Palacek
Brian F. Pfleger
Thatcher Root
John Yin

ASSOCIATE PROFESSORS
Ross E. Swaney
Victor Zavala Tejada

ASSISTANT PROFESSORS
Styliani Avraamidou
Matthew Gebbie
Marcel Schreier
Reid Van Lehn

RESEARCH PROFESSOR
William Banholzer
See also Chemical and Biological Engineering Faculty Directory (https://directory.engr.wisc.edu/che/faculty/).

CHEMISTRY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE.PROFESSIONAL CERTIFICATES

- Chemistry, Doctoral Minor (p. 328)
- Chemistry, M.S. (p. 329)
- Chemistry, Ph.D. (p. 332)

PEOPLE

PROFESSORS

Berry, John
Bertram, Timothy
Blackwell, Helen
Boydston, AJ
Brunold, Thomas
Burstyn, Judith (Chair)
Cavagnero, Silvia
Choi, Kyoung-Shin
Coon, Joshua
Ediger, Mark
Fredrickson, Daniel
Gellman, Samuel
Hammers, Robert
Hermans, Ivo
Jin, Song
Landis, Clark
McMahon, Robert
Moore, John
Nathanson, Gilbert
Record, Thomas
Schmidt, Jordan
Schomaker, Jennifer
Schwartz, David
Shakhashiri, Bassam
Sibert, Edwin (Associate Chair)
Smith, Lloyd
Stahl, Shannon
Weaver, Susanna Widicus
Weix, Daniel
Woods, Claude
Yethiraj, Arun
Yoon, Tehshik
Zanni, Martin

ASSOCIATE PROFESSORS

Boydston, Andrew
Garand, Etienne
Goldsmith, Randall

ASSISTANT PROFESSORS

Buller, Andrew
Martell, Jeffrey
Pazicni, Sam
Stowe, Ryan
Wang, Tina
Wickens, Zachary
Yang, Yang

AFFILIATE PROFESSORS

Feng, Dawei (Assistant Professor in Materials Science and Engineering)
Forest, Katrina (Professor of Bacteriology)
Ge, Ying (Professor of Cell and Regenerative Biology)
Gilbert, Pupa (Professor of Physics)
Golden, Jennifer (Assistant Professor of Pharmacy)
Gong, Shaoqin Sarah (Professor of Biomedical Engineering)
Gopalan, Padma (Professor of Materials Science and Engineering)
Hoskins, Aaron (Associate Professor of Biochemistry)
Kuech, Thomas (Professor of Chemical and Biological Engineering)
Li, Lingjun (Professor of Pharmacy)
Lynn, David (Professor of Chemical and Biological Engineering)
Mecozzi, Sandro (Professor of Pharmacy)
Middlecamp, Catherine (Professor, Nelson Institute for Environmental Studies)
Pedersen, Joel (Professor of Soil Science)
Schreier, Marcel (Assistant Professor in Chemical and Biological Engineering)
Tang, Weiping (Professor of Pharmacy)
Yu, Lian (Professor of Pharmacy)

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Thompson, Blaise (Instrument Tech)

CHEMISTRY MACHINE SHOP

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Mullarkey, James (Instrument Maker–Advanced)
Myers, Steven (Machine Shop Supervisor)
Schneider, Kendall (Instrument Maker–Advanced)

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Fry, Charles (Director of the NMR Laboratory)
Guzei, Ilia (Director of the X-Ray Laboratory)
Hofstetter, Heike (Associate Director of the NMR Laboratory)
Shanks, Robert (Senior Instrument Technologist)
Vestling, Martha (Director of the Mass Spectrometry Laboratory)

RESEARCH SUPPORT STAFF

Bates, Desiree (Computational Chemistry Leader)
Drier, Tracy (Master Glassblower)
McGuire, Paul (High Performance Computing Systems Administrator)
Silver, Alan (Computer Systems Administrator)

CHEMISTRY, DOCTORAL MINOR

The mission of the Department of Chemistry at the University of Wisconsin–Madison is to conduct world-class, groundbreaking research in the chemical sciences while offering the highest quality of education to undergraduate students, graduate students, and postdoctoral associates.
Our leadership in research includes the traditional areas of physical, analytical, inorganic, and organic chemistry, and has rapidly evolved to encompass environmental chemistry, chemical biology, biophysical chemistry, soft and hard materials chemistry, and nanotechnology. We pride ourselves on our highly interactive, diverse, and collegial scientific environment. Our emphasis on collaboration connects us to colleagues across campus, around the country, and throughout the world.

ADMISSIONS

The associate chair of the Department of Chemistry approves all minors for the department.

REQUIREMENTS

The Department of Chemistry follows the guidelines of the Graduate School with regard to minor requirements. For a student in an external department, a minimum of 9 credits in chemistry must be completed to fulfill the minor requirement. All grade requirements of the Graduate School must be adhered to.

A student in chemistry may fulfill their minor requirement in the chemistry department by taking courses in a single path outside of their major path. For example, a chemistry graduate student who majors in the analytical path may fulfill their minor requirement by successfully completing 9 credits in the physical path.

CHEMISTRY, M.S.

The mission of the Department of Chemistry at the University of Wisconsin–Madison is to conduct world-class, groundbreaking research in the chemical sciences while offering the highest quality of education to undergraduate students, graduate students, and postdoctoral associates. Our leadership in research includes the traditional areas of physical, analytical, inorganic, and organic chemistry, and has rapidly evolved to encompass environmental chemistry, chemical biology, biophysical chemistry, soft and hard materials chemistry, nanotechnology and chemistry education research. We pride ourselves on our highly interactive, diverse, and collegial scientific environment. Our emphasis on collaboration connects us to colleagues across campus, around the country, and throughout the world.

The Department of Chemistry offers a master of science degree in chemistry to a limited number of students. Specializations within the program are analytical, inorganic, materials, organic, physical chemistry, chemical biology as well as chemistry education research. Breadth coursework may be taken in other departments including physics, mathematics, computer sciences, biochemistry, chemical engineering, and in fields other than the student’s specialization within the Department of Chemistry.

Excellent facilities are available for research in a wide variety of specialized fields including synthetic and structural chemistry; natural product and bio-organic chemistry; molecular dynamics and photochemistry; biophysical, bioanalytical, and bioinorganic chemistry; spectroscopy (including magnetic resonance and microwave), theoretical and experimental chemical physics, chemical dynamics, quantum and statistical mechanics; macromolecular and polymer chemistry, materials science, surface and solid-state chemistry; x-ray crystallography, lasers, and light scattering; and chemical education. Programs are assisted by department computing and instrument centers and by other facilities on campus including those of the Division of Information Technology (DoIT).

Information on the research fields of faculty members is available on the chemistry website (http://www.chem.wisc.edu/). Financial assistance is not guaranteed to master’s candidates, but it may be possible to obtain a position as a teaching assistant.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not</td>
</tr>
<tr>
<td></td>
<td>English or whose undergraduate instruction</td>
</tr>
<tr>
<td></td>
<td>was not in English must provide an English</td>
</tr>
<tr>
<td></td>
<td>proficiency test score and meet the Graduate</td>
</tr>
<tr>
<td></td>
<td>School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

There are two tracks leading to the Master of Science in Chemistry. Currently the department does not directly admit students seeking the master’s degree via either track, except under special circumstances, such as being employed by a local company or in the military or UW undergraduate students enhancing their chemistry background. To obtain a master of science (M.S.) degree, the student must meet both the Department of Chemistry and the Graduate School requirements.

Prospective master’s candidates are expected to have satisfactorily completed the equivalent in class and lab of the fundamental courses in chemistry offered at UW–Madison, one year of physics, and mathematics through calculus. Students who have not completed all the prerequisites may be admitted in exceptional cases, but any deficiencies must be made up in the first year of graduate study.

A grade point average of 3.0 (on a 4.0 scale) in the last 60 hours of undergraduate work is the minimum required for admission to graduate studies. Students for whom English is not the native language are required to present scores from the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS). Before teaching assistant appointments can be finalized,
students for whom English is a second language must participate in the SPEAK Test, the institutional version of the Test of Spoken English (TSE).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW–Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>30 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>

Overall 3.00 GPA required.

Graduate GPA Requirement

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

There are currently no assessments or examinations required by the chemistry department for the coursework-based M.S. degree. Research-based M.S. degree requires either a thesis or a written document approved by the research advisor. Students must meet all Graduate School grade requirements.

Language

There are currently no language requirements for the Requirements master’s degree in Chemistry.

**REQUIRED COURSES**

Of the 30 credits required for the Master’s degree, at least 24 must be completed in the chemistry department. The remaining 6 can be from chemistry or related topic areas such as physics, mathematics, computer science, or business. The selection of courses must be approved by the student’s advisor.

There are two tracks leading to the Master of Science in Chemistry.¹

**Research Master’s Degree Track**

The Research M.S. requires 30 credits, at least 15 of which must come from research or advanced lab work. A thesis or written final report, submitted to the advisor, is also required. The research credits obtained before the student joins a research group do not count toward the degree. The credits from CHEM 607 Laboratory Safety and CHEM 901 Seminar–Teaching of Chemistry do not count toward the degree.

**Coursework Master’s Degree Track**

The coursework M.S. requires 30 credits, no more than 8 of which may be from research or advanced lab work. The research credits obtained before the student joins a research group does not count toward the degree. The credits from CHEM 607 Laboratory Safety and CHEM 901 Seminar–Teaching of Chemistry do not count toward the degree.

¹ These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 12 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
Up to 7 credits numbered 300 or above from a UW–Madison undergraduate career are allowed to count toward the minimum graduate degree credit requirement; if those 7 credits are numbered 700 or above from a UW–Madison undergraduate career, they are allowed to count toward the minimum graduate coursework requirement. All credits so counted must be over and above the minimum credits that were required by the original undergraduate degree. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the residence and degree credit requirements; if those 15 credits of coursework taken as a UW–Madison Special student are numbered 700 or above, they are allowed to count toward the minimum graduate coursework requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates, critiques, and elaborates the theories, research methods, and approaches to inquiry in an area of chemistry.
2. Identifies sources and assembles evidence pertaining to questions or challenges in an area of chemistry.
3. Demonstrates understanding of chemical science in a historical, social, or global context.
4. Demonstrates the ability to select and utilize appropriate methodologies and practices to solve chemical problems.
5. Evaluates and synthesizes information pertaining to questions and challenges in an area of chemistry.
6. Communicates clearly in both written and oral formats.
7. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

PROFESSORS

Berry, John
Bertram, Timothy
Blackwell, Helen
Boydston, AJ
Brunold, Thomas
Burstyn, Judith (Chair)
Cavagnero, Silvia
Choi, Kyoung-Shin
Coon, Joshua
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Fredrickson, Daniel
Gellman, Samuel
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Moore, John
Nathanson, Gilbert
Record, Thomas
Schmidt, Jordan
Schomaker, Jennifer
Schwartz, David
Shakhashiri, Bassam
Sibert, Edwin (Associate Chair)
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Stahl, Shannon
Weaver, Susanna Widicus
Weix, Daniel
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Zanni, Martin

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Vestling, Martha (Director of the Mass Spectrometry Laboratory)

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Drier, Tracy (Master Glassblower)
McGuire, Paul (High Performance Computing Systems Administrator)
Silver, Alan (Computer Systems Administrator)

CHEMISTRY, PH.D.

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on collaboration connects us to colleagues across campus, around the country, and throughout the world.

The Department of Chemistry is ranked very highly in all recent national rankings of graduate programs. We offer a doctor of philosophy in chemistry. Specializations within the program are analytical, inorganic, materials, organic, physical chemistry, chemical biology as well as chemistry education research. Breadth coursework may be taken in other departments including physics, mathematics, computer sciences, biochemistry, chemical engineering, and in fields other than the student’s specialization within the Department of Chemistry.

Excellent facilities are available for research in a wide variety of specialized fields including synthetic and structural chemistry; natural product and bio-organic chemistry; molecular dynamics and photochemistry; biophysical, bioanalytical, and bioinorganic chemistry; spectroscopy (including magnetic resonance and microwave), theoretical and experimental chemical physics, chemical dynamics, quantum and statistical mechanics; macromolecular and polymer chemistry, materials science, surface and solid-state chemistry; x-ray crystallography, lasers, and light scattering; and chemical education. Programs are assisted by department computing and instrument centers and by other facilities on campus including those of the Division of Information Technology (DoIT).

Information on the research fields of faculty members is available on the chemistry website (http://www.chem.wisc.edu/)

The department offers opportunities for graduate students to obtain teaching experience. Financial assistance is available to most graduate students in the form of teaching or research assistantships, fellowships, or traineeships.

Admissions

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Admission deadline for the fall semester is December 1. Although some recommendation letters might not have been received at that time, the application should be substantially complete by then to be considered for admission in the following fall.

Funding

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

Program Resources

With few exceptions, students admitted to the Ph.D. program in the Department of Chemistry are guaranteed support for five continuous academic years. The support will be at the level of at least 50% time, and may come from a variety of sources—teaching assistantships, research assistantships, project assistantships, traineeships, and fellowships. This guarantee requires that you remain a graduate student in good standing in the Ph.D. program in the Department of Chemistry, and that your teaching or other assigned responsibilities are satisfactory.

Currently, graduate students who have at least a 33.4% appointment for a fall or spring term are eligible to receive a full tuition (but not segregated fee) waiver.

Although serving as a teaching assistant is not a requirement of the chemistry department at this time, teaching can be an important part of the graduate training you receive. Most students will serve at least two semesters as a teaching assistant, and many will serve for two years. Whether or not an individual student will be appointed as a teaching assistant, research assistant, trainee or fellow depends on the availability...
of funding from the major professor, and eligibility for traineeships and fellowships from other sources.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

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**Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework (51 credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide. 3.00 GPA required.

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

During their second year, the students complete the Thesis Background Exam (TBE). They write a paper describing the background of their research, research progress, and future research plans and orally defend their understanding and research to their mentoring committee.

During the third year, the students complete the Original Research Proposal (RP) Exam. The students propose an original research project outside their area of study and write a paper describing the project. They orally defend their proposed project to their mentoring committee.

At the end of their fourth year, the students complete the 4th-Year Meeting with their mentoring committee. This meeting includes an oral presentation of their research and discussion of what research needs to be completed to obtain the PhD. The students and committee discuss the students’ future plans.

At the end of their fifth year, if not defending their dissertation, the students complete the 5th-Year Meeting with the mentoring committee. This meeting includes an oral presentation of their research and discussion of what research needs to be completed to obtain the Ph.D. The students and committee discuss the students’ future plans.

In the 5th or 6th year, the students write, defend, and submit their dissertation.

Language Requirements

There are currently no language requirements to obtain the Ph.D. in Chemistry.

Doctoral Minor/Breadth Requirements

Doctoral students must complete the required courses plus a minimum of 9 credits of minor courses. This requirement may be satisfied by an external minor (option A) or a distributed minor (option B). The minor, whether option A or B, is designed to represent a coherent body of work. To ensure coherence, the student must consult with their research advisor. The Ph.D. Minor Agreement Form should be submitted to the Graduate Program Office for approval at an early date, before the student is halfway through the proposed course sequence.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 901</td>
<td>Seminar-Teaching of Chemistry</td>
<td>1</td>
</tr>
<tr>
<td>CHEM 607</td>
<td>Laboratory Safety</td>
<td>1</td>
</tr>
<tr>
<td>CHEM 964</td>
<td>Seminar: Molecular Dynamics</td>
<td>0-1</td>
</tr>
</tbody>
</table>

Students must complete CHEM 901 Seminar-Teaching of Chemistry in the fall of their first year and CHEM 607 Laboratory Safety in the spring of their first year. After joining a research lab, usually in the fall semester of the first year, students enroll in CHEM 964 Seminar: Molecular Dynamics in subsequent semesters.

The Department of Chemistry recognizes 7 paths to the Ph.D. in Chemistry; each path has specific required courses, called core courses, and other path-specific requirements. 1
## Analytical Chemistry Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 721</td>
<td>Instrumental Analysis</td>
<td>3-4</td>
</tr>
<tr>
<td>CHEM 920</td>
<td>Seminar-Analytical Chemistry</td>
<td>0</td>
</tr>
</tbody>
</table>

Select two of the following:

- CHEM 622 Organic Analysis
- CHEM 623 Experimental Spectroscopy
- CHEM 624 Electrochemistry
- CHEM/GENETICS 626 Genomic Science
- CHEM/BMOLCHEM 627 Methods and Technologies for Protein Characterization
- CHEM 629 Atmospheric Chemical Mechanisms
- CHEM 630 Selected Topics in Analytical Chemistry
- CHEM 725 Separations in Chemical Analysis
- CHEM 728 Electronics for Chemical Instrumentation

## Chemical Biology Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM/BIOCHEM 704</td>
<td>Chemical Biology</td>
<td>3</td>
</tr>
</tbody>
</table>

Select one of the following seminars:

- CHEM 900 Seminar-Inorganic Chemistry
- CHEM 920 Seminar-Analytical Chemistry
- CHEM 940 Seminar-Organic Chemistry

Select any one of the following for the maximum credits offered:

- CHEM 606 Physical Methods for Structure Determination
- CHEM 622 Organic Analysis
- CHEM/BMOLCHEM 627 Methods and Technologies for Protein Characterization
- CHEM 630 Selected Topics in Analytical Chemistry
- CHEM/BIOCHEM 665 Biophysical Chemistry
- CHEM 668 Biophysical Spectroscopy
- CHEM 721 Instrumental Analysis

## Chemistry Education Research Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 758</td>
<td>Chemistry Education Research</td>
<td>2</td>
</tr>
<tr>
<td>CURRIC/COUN PSY/ED POL/ED PSYCH/ELPA/RP &amp; SE 719</td>
<td>Introduction to Qualitative Research</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ELPA 822</td>
<td>Introduction to Quantitative Inquiry in Education</td>
<td>3</td>
</tr>
</tbody>
</table>

The following 3 courses are recommended for the minor:

- Two chemistry courses relevant to the research project.
- One advanced methods course selected from the following:
  - ED PSYCH 760 Statistical Methods Applied to Education I

## Inorganic Chemistry Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 608</td>
<td>Symmetry, Bonding, and Molecular Shapes</td>
<td>1-3</td>
</tr>
<tr>
<td>CHEM 713</td>
<td>Inorganic and Organometallic Chemistry of the Main Group Elements</td>
<td>1-3</td>
</tr>
<tr>
<td>CHEM 900</td>
<td>Seminar-Inorganic Chemistry</td>
<td>0</td>
</tr>
</tbody>
</table>

Two of the following courses are recommended for the minor requirement:

- CHEM 606 Physical Methods for Structure Determination
- CHEM 613 Chemical Crystallography
- CHEM 714 Organometallic Chemistry of the Transition Elements
- CHEM 801 Selected Topics in Inorganic Chemistry

## Materials Chemistry Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 920</td>
<td>Seminar-Analytical Chemistry</td>
<td>0</td>
</tr>
</tbody>
</table>

Select two of the following:

- CHEM 613 Chemical Crystallography
- CHEM 624 Electrochemistry
- CHEM 630 Selected Topics in Analytical Chemistry
- CHEM 652 Chemistry of Inorganic Materials
- CHEM 653 Chemistry of Nanoscale Materials
- CHEM 654 Materials Chemistry of Polymers
- CHEM 664 Physical Chemistry of Macromolecules
- CHEM 842 Advanced Organic Chemistry
- CBE 562 Special Topics in Chemical Engineering
- M S & E 521 Advanced Polymeric Materials
Organic Chemistry Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 641</td>
<td>Advanced Organic Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 841</td>
<td>Advanced Organic Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 940</td>
<td>Seminar-Organic Chemistry</td>
<td>0</td>
</tr>
</tbody>
</table>

Recommended courses, which may be taken as part of the minor:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 843</td>
<td>Advanced Organic Chemistry</td>
<td>1-3</td>
</tr>
<tr>
<td>CHEM 605</td>
<td>Spectrochemical Measurements</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 636</td>
<td>Topics in Chemical Instrumentation: Introduction to NMR</td>
<td>2</td>
</tr>
</tbody>
</table>

Physical Chemistry Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 661</td>
<td>Chemical and Statistical Thermodynamics</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 675</td>
<td>Introductory Quantum Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 960</td>
<td>Seminar-Physical Chemistry</td>
<td>2</td>
</tr>
</tbody>
</table>

Complete at least 1 course from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 664</td>
<td>Physical Chemistry of Macromolecules</td>
<td></td>
</tr>
<tr>
<td>CHEM/ BIOCHEM 665</td>
<td>Biophysical Chemistry</td>
<td></td>
</tr>
<tr>
<td>CHEM 668</td>
<td>Biophysical Spectroscopy</td>
<td></td>
</tr>
<tr>
<td>CHEM 762</td>
<td>Molecular Reaction Dynamics</td>
<td></td>
</tr>
<tr>
<td>CHEM 763</td>
<td>Introduction to Molecular Spectroscopy</td>
<td></td>
</tr>
<tr>
<td>CHEM 775</td>
<td>Electronic Structure of Molecules</td>
<td></td>
</tr>
<tr>
<td>CHEM 777</td>
<td>Physical Chemistry of Surfaces</td>
<td></td>
</tr>
<tr>
<td>CHEM 860</td>
<td>Selected Topics in Physical Chemistry</td>
<td></td>
</tr>
<tr>
<td>CHEM 864</td>
<td>Statistical Mechanics</td>
<td></td>
</tr>
<tr>
<td>CHEM/BIOCHEM 872</td>
<td>Selected Topics in Macromolecular and Biophysical Chemistry</td>
<td></td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 12 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

Up to 7 credits numbered 300 or above from a UW–Madison undergraduate career are allowed to count toward the minimum graduate degree credit requirement; if those 7 credits are numbered 600 or above from a UW–Madison undergraduate career, they are allowed to count toward the minimum graduate coursework requirement. All credits so counted must be over and above the minimum credits that were required by the original undergraduate degree. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison special student toward the residence and degree credit requirements; if those 15 credits of coursework taken as a UW–Madison Special student are numbered 600 or above, they are allowed to count toward the minimum graduate coursework requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.
A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
All admitted Ph.D. graduate students receive tuition remission and a stipend, guaranteed for 10 semesters, as long as progress to the degree is made.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, and practice within an area of chemistry.
2. Formulates ideas, concepts, designs, and techniques beyond the current boundaries of knowledge within an area of chemistry.
3. Creates research and scholarship that makes a substantive contribution to an area of chemistry.
4. Demonstrates breadth within their learning experiences.
5. Advances the beneficial societal impacts of research in chemistry.
6. Communicates complex scientific ideas in a clear and understandable manner.
7. Fosters safe, ethical, and professional conduct.

PEOPLE

PROFESSORS
Berry, John
Bertram, Timothy
Blackwell, Helen
Boydston, A.J
Brunold, Thomas
Burstyn, Judith (Chair)
Cavagnero, Silvia
Choi, Kyoung-Shin
Coon, Joshua
Ediger, Mark
Fredrickson, Daniel
Gellman, Samuel
Hamers, Robert
Hermans, Ive
Jin, Song
Landis, Clark
McMahon, Robert
Moore, John
Nathanson, Gilbert
Record, Thomas
Schmidt, Jordan
Schomaker, Jennifer
Schwartz, David
Shakhashiri, Bassam
Sibert, Edwin (Associate Chair)
Smith, Lloyd
Stahl, Shannon
Weaver, Susanna Widicus
Weix, Daniel
Woods, Claude
Yethiraj, Arun
Yoon, Tehshik
Zanni, Martin

ASSOCIATE PROFESSORS
Boydston, Andrew
Garand, Etienne
Goldsmith, Randall
ASSISTANT PROFESSORS
Buller, Andrew
Martell, Jeffrey
Pazicni, Sam
Stowe, Ryan
Wang, Tina
Wickens, Zachary
Yang, Yang

AFFILIATE PROFESSORS
Feng, Dawei (Assistant Professor in Materials Science and Engineering)
Forest, Katrina (Professor of Bacteriology)
Ge, Ying (Professor of Cell and Regenerative Biology)
Gilbert, Pupa (Professor of Physics)
Golden, Jennifer (Assistant Professor of Pharmacy)
Gong, Shaoqin Sarah (Professor of Biomedical Engineering)
Gopalan, Padma (Professor of Materials Science and Engineering)
Hoskins, Aaron (Associate Professor of Biochemistry)
Kuech, Thomas (Professor of Chemical and Biological Engineering)
Li, Lingjun (Professor of Pharmacy)
Lynn, David (Professor of Chemical and Biological Engineering)
Mecozzi, Sandro (Professor of Pharmacy)
Middlecamp, Catherine (Professor, Nelson Institute for Environmental Studies)
Pedersen, Joel (Professor of Soil Science)
Schreier, Marcel (Assistant Professor in Chemical and Biological Engineering)
Tang, Weiping (Professor of Pharmacy)
Yu, Lian (Professor of Pharmacy)

CHEMISTRY ELECTRONICS SHOP
Thompson, Blaise (Instrument Tech)

CHEMISTRY MACHINE SHOP
Martin, Mathew (Instrument Maker–Advanced)
Mullarkey, James (Instrument Maker–Advanced)
Myers, Steven (Machine Shop Supervisor)
Schneider, Kendall (Instrument Maker–Advanced)

PAUL BENDER CHEMISTRY INSTRUMENTATION CENTER (CIC)
Clewett, Cathy (Senior Instrument Technologist)
Fry, Charles (Director of the NMR Laboratory)
Guzel, Ilia (Director of the X-Ray Laboratory)
Hofstetter, Heike (Associate Director of the NMR Laboratory)
Shanks, Robert (Senior Instrument Technologist)
Vestling, Martha (Director of the Mass Spectrometry Laboratory)

RESEARCH SUPPORT STAFF
Bates, Desiree (Computational Chemistry Leader)
Drier, Tracy (Master Glassblower)
McGuire, Paul (High Performance Computing Systems Administrator)
Silver, Alan (Computer Systems Administrator)

CHICANA/O AND LATINA/O STUDIES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Chicana/o and Latina/o Studies, Doctoral Minor (p. 338)

PEOPLE

Faculty: See Faculty (https://chicla.wisc.edu/chican-latin-studies-professors/) on the program website.

CHICANA/O AND LATINA/O STUDIES, DOCTORAL MINOR

In 2007, the University of Wisconsin–Madison Graduate School approved the Chicana/o and Latina/o Studies doctoral minor. It became the first such program to be offered in this field at UW–Madison as well as the University of Wisconsin System. The Chicana/o and Latina/o Studies minor program offers a comparative and transnational approach to the study of Mexican- and Latin-American-origin communities in the United States, including the Commonwealth of Puerto Rico. The curriculum offers students the opportunity to study issues of race, ethnicity, class, gender, and sexuality from both historical and contemporary perspectives. The interdisciplinary program is designed to provide students with an extensive knowledge base and the intellectual tools to understand the unity and diversity of US Latina/o populations. The primary objective of the program is to offer students a multidisciplinary, broad-based perspective on the study of Chicana/os and Latina/os, as well as to introduce them to the central questions, topics, and applications within this field of inquiry. Chicana/o and Latina/o studies maintains a central focus on US Chicana/o and Latina/o populations, offering a variety of courses, some focusing on particular national-origin groups or specific academic disciplines, and others organized comparatively and across disciplinary boundaries.

REQUIREMENTS

Graduate students interested in a minor in Chicana/o and Latina/o studies are required to take a minimum of 12 credits of graduate-level coursework (numbered 300 and above) that has been reviewed and approved for its relevance to the CLS program. A list of current CLS courses can be found here (http://guide.wisc.edu/courses/chicla/). In addition to these courses, CLS faculty members offer courses in their home departments which may count toward the minor.

These courses have a specific emphasis on Chicana/o and Latina/o issues or have a central focus on comparative cultures with which Chicana/o and Latina/o issues are emphasized. Graduate students are expected to complete graduate-level work (e.g., research and/or scholarly papers and classroom presentations) and meet with faculty to supplement their graduate learning experience. Because many courses taught by faculty across the campus can fulfill these criteria, the program has been designed to be flexible enough to accommodate students’ primary fields of study and interests. Each student’s focus will be
determined in consultation between the student, the CLS faculty mentor, and the CLS director.

**CIVIL AND ENVIRONMENTAL ENGINEERING**

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES**

- Civil and Environmental Engineering, Doctoral Minor (p. 339)
- Civil and Environmental Engineering, M.Eng. (p. 340)
- Civil and Environmental Engineering, M.S. (p. 345)
- Civil and Environmental Engineering, Ph.D. (p. 381)
- Geological Engineering, Doctoral Minor (p. 386)
- Geological Engineering, M.S. (p. 386)
- Geological Engineering, Ph.D. (p. 390)

**PEOPLE**

**Civil and Environmental Engineering Faculty:** Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

**Geological Engineering Faculty:** Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thurbler (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

**Environmental Chemistry and Technology:** Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/graduate-academics/environmental-chemistry-technology/).

**CIVIL AND ENVIRONMENTAL ENGINEERING, DOCTORAL MINOR**

Students from departments outside of Civil and Environmental Engineering can receive a doctoral minor in civil and environmental engineering. The minor must be approved by the Department of Civil and Environmental Engineering. The minor approval form is available at the department office. The completed form must be returned to the department office for review and approval.

**REQUIREMENTS**

1. A minimum of 9 formal course credits (not independent study or research credits) taken in Civil and Environmental Engineering (http://guide.wisc.edu/courses/civ_engr/).
2. Courses must be numbered 300 or above in Civil and Environmental Engineering.
3. Two of the courses must be numbered 500 or above in Civil and Environmental Engineering.
4. Only one of the courses may be cross listed in the student’s major department and cannot be used to satisfy the student’s major requirements.
5. No examinations are required other than those given in each course.

**PEOPLE**

**Civil and Environmental Engineering Faculty:** Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

**Geological Engineering Faculty:** Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thurbler (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

**Environmental Chemistry and Technology:** Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering),
Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering); Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/graduate-academics/environmental-chemistry-technology/).

**CIVIL AND ENVIRONMENTAL ENGINEERING, M.ENG.**

Students interested in the Civil and Environmental Engineering M.Eng. degree should see information on its named option in Environmental Engineering (p. 341).

**ADMISSIONS**

Students apply to the Master of Engineering in Civil and Environmental Engineering through the named option:

- Environmental Engineering (p. 341)

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

No financial support from the university is available to students in the online Civil and Environmental M.Eng. at this time.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
</tbody>
</table>

**Minimum Graduate Coursework Requirement** At least 50% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

**Overall Graduate GPA Requirement** 3.00 GPA required.

**Other Grade Requirements** The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

**Assessments and Examinations** Contact the program for information on required assessments and examinations.

**Language Requirements** Contact the program for information on any language Requirements requirements.

**REQUIRED COURSES**

Select a Named Option for courses required.

**NAMED OPTIONS**

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Engineering in Civil and Environmental Engineering must select the named option:

- **CIVIL AND ENVIRONMENTAL ENGINEERING: ENVIRONMENTAL ENGINEERING, M.ENG. (P. 341)**

**POLICIES**

Students should refer to the named options for policy information:

- Environmental Engineering (p. 341)

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Demonstrate a strong understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and solve advanced engineering problems.
3. Demonstrate creative, independent problem solving skills.
4. Apply the latest scientific and technological advancements, advanced techniques, and modern engineering tools to these problems.
5. Fosters ethical and professional conduct.

CIVIL AND ENVIRONMENTAL ENGINEERING: ENVIRONMENTAL ENGINEERING, M.ENG.

This is a named option in the Civil and Environmental Engineering M.Eng (p. 340).

The M.Eng. named option in Environmental Engineering is a fully online degree that includes a full curriculum of courses incorporating the latest research and practices in water supply, wastewater reclamation and reuse, resource recovery, and urban storm water management. The M.Eng. degree has been developed to give the practicing environmental engineer and scientist the skills needed to meet contemporary and future challenges. For more information about the online M.Eng. degree, see the program website (https://www.engr.wisc.edu/department/civil-environmental-engineering/academics/master-engineering-civil-environmental-engineering-2/).

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>July 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>November 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>March 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

All applicants must meet the Graduate School's admission requirements (http://grad.wisc.edu/admissions/requirements/) to be considered for admission. The application deadline is November 15 for the spring term, March 15 for the summer term, and July 15 for the fall term.

In addition, applicants must also meet the department's more stringent admission requirements listed below to be considered for admission:

- Grades: A minimum undergraduate grade point average (GPA) of 3.00 (on a 4.00 scale) on the equivalent of the last 60 semester hours (approximately two years of work) is required for domestic applicants. A strong academic performance comparable to an average of B or above grades for all undergraduate course work is required for international applicants.
  - On a case by case basis the admissions committee may consider an applicant with a GPA lower than 3.0 for applicants with exceptional circumstances, if supported by a strong career track and references.
  - Degree: A bachelor's degree from an ABET-accredited engineering program or from a recognized international institution is required.
  - On a case by case basis the admissions committee may consider an applicant with a non-ABET-accredited B.S. degree depending on the applicant's academic record.

A complete graduate application is required before an application will be reviewed by the faculty. A complete graduate application contains the following:

- Graduate School Application Form and application fee: Applicants must submit an online application to the UW–Madison Graduate School.
See Graduate School Admissions (http://grad.wisc.edu/admissions/requirements/) to apply.

- **Statement of purpose**: A statement of purpose for graduate study must be submitted through an applicant’s online UW–Madison Graduate School application. Please limit this important document to 1,000 words.
- **Letters of recommendation**: Three letters of recommendation must be submitted through an applicant’s online UW–Madison Graduate School application.
- **Transcripts**: Upload the most recent copies of your transcripts to the electronic application, from each institution attended. Study abroad transcripts are not required if coursework is reflected on the degree granting university’s transcript. If the application is recommended for admission then we will follow-up with instructions for official transcript submission. International academic records must be in the original language accompanied by an official English translation. Documents must be issued by the institution with the official seal/ stamp and an official signature.
- **English proficiency scores**: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See Graduate School Admissions Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

Students interested in pursuing the online M.Eng. degree must follow the steps to apply found on the program website (https://www.engr.wisc.edu/department/civil-environmental-engineering/academics/master-engineering-civil-environmental-engineering-2/).

### NAMED OPTION REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
<td>No</td>
<td>No</td>
<td></td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
<td>No</td>
<td>No</td>
<td></td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
<td>No</td>
<td>No</td>
<td></td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
<td>No</td>
<td>No</td>
<td></td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

#### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum Credit Requirement</strong></td>
<td>30 credits</td>
</tr>
<tr>
<td><strong>Minimum Residence Credit Requirement</strong></td>
<td>16 credits</td>
</tr>
<tr>
<td><strong>Minimum Graduate Coursework Requirement</strong></td>
<td>At least 50% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td><strong>Overall Graduate GPA Requirement</strong></td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td><strong>Other Grade Requirements</strong></td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td><strong>Assessments and Examinations</strong></td>
<td>Contact the program for information on required assessments and examinations.</td>
</tr>
<tr>
<td><strong>Language Requirements</strong></td>
<td>Contact the program for information on any language requirements.</td>
</tr>
</tbody>
</table>

#### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIV ENGR 820</td>
<td>Hydraulics and Applied Fluid Mechanics for Environmental Engineers</td>
<td>3</td>
</tr>
</tbody>
</table>
Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 14 credits of graduate coursework from other institutions. Approved credits will be allowed to count toward the minimum graduate degree credit requirement and the minimum graduate coursework requirement, but will not count toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, no more than 7 credits of coursework numbered 300 or higher from a UW–Madison undergraduate degree are allowed to count only toward the minimum graduate degree credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison special student. Coursework earned five or more year prior to admission to a master's degree is not allowed to satisfy requirements.

Electives
Other courses may be applicable with faculty advisor approval

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIV ENGR 320</td>
<td>Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 414</td>
<td>Hydrologic Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 426</td>
<td>Design of Wastewater Treatment Plants</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 427</td>
<td>Solid and Hazardous Wastes Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 428</td>
<td>Water Treatment Plant Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 522</td>
<td>Hazardous Waste Management</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 629</td>
<td>Special Topics in Environmental Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>CIV ENGR 699</td>
<td>Independent Study</td>
<td>1-6</td>
</tr>
<tr>
<td>CIV ENGR 729</td>
<td>Environmental Sustainability Tools</td>
<td>3</td>
</tr>
<tr>
<td>E P D 690</td>
<td>Special Topics in Engineering Professional Development</td>
<td>1-3</td>
</tr>
<tr>
<td>E P D 701</td>
<td>Writing for Professionals</td>
<td>1</td>
</tr>
<tr>
<td>E P D 702</td>
<td>Professional Presentations</td>
<td>1</td>
</tr>
<tr>
<td>E P D 708</td>
<td>Creating Breakthrough Innovations</td>
<td>1</td>
</tr>
<tr>
<td>E P D 713</td>
<td>Key Legal Concepts for Professionals</td>
<td>1</td>
</tr>
</tbody>
</table>

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of programdepartmental or schoolcollege grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

CEE Grievance Procedures
Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.

• The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.

• Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor to discuss the grievance. Currently, the CEE Grievance Advisors are:
  Christina Remucal, Professor and Associate Chair for Graduate Programs remucal@wisc.edu 141 WSEL Phone: (608) 262-1820
  William Likos, Professor and CEE Department Chair likos@wisc.edu 2205 Engineering Hall Phone: (608) 890-2662

If the student prefers to talk with someone outside of the CEE department, contact:
  Chris Brace, Assistant Dean

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

• The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the UW Office of Compliance website and are included in the next section.

• If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.

• On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.

• The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

• At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College.

• Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has established policies governing student conduct, academic dishonesty, and sexual and racial harassment. The Graduate School also has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Guidelines.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Civil and Environmental Engineering Faculty: Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguer, Noyce, Park, Parra-Montesinos, Russel, Schauer, Wu, Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu, M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

Geological Engineering Faculty: Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Lim (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thurber (Geoscience), Tiko (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

Environmental Chemistry and Technology: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil
The Department of Civil and Environmental Engineering offers M.S. degrees with Research (p. 365) and Professional (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-professional-ms/) named options. The Research option is a two-year, research thesis-based program. The Professional option is a one-year, face-to-face coursework program.

In addition, an online program in Civil & Environmental Engineering: Environmental Engineering M.Eng. (p. 341) is offered.

The mission of the civil and environmental engineering program is to develop leaders in education, industry, and government who can use their acquired skills to improve society. The academic program provides a comprehensive framework of courses in the broad area of civil and environmental engineering with opportunities to develop specialized expertise. It also emphasizes the development of integrated teamwork abilities, communication, leadership, entrepreneurship, and creative research skills. Graduate study in the department offers an opportunity to undertake advanced study and research in various areas of specialization. Areas include:

- Construction engineering and management: construction labor productivity management, integrated lean project delivery systems, risk management, advanced computer applications to construction, and change management
- Environmental engineering: water supply, water quality, water treatment, wastewater treatment, solid and hazardous waste management, air pollution, biotechnology, and alternative energy
- Geo and pavement engineering: geotechnical and geological engineering, pavement materials and design, asphalt binders and mixtures, geosynthetics, in-situ testing and engineering geophysics, recycled materials in sustainable construction
- Structural engineering: behavior, analysis and design of reinforced/ prestressed concrete, steel, and wood structures; design for earthquake and wind loading; seismic rehabilitation
- Transportation engineering: highway and traffic engineering, intelligent transportation systems, connected and automated vehicles, transportation planning, freight, infrastructure management, transportation safety, user comprehension and behavior, advanced driving- and micro-simulation, big data
- Water resources/environmental fluid mechanics: analysis, measurement, modeling of currents, flows, and waves in natural and constructed systems; surface and groundwater hydrology; hydraulic engineering; coastal engineering; sedimentation and transport processes; infrastructure impacts of extreme weather events, hydroecology and stream restoration

Students may also pursue studies in the broad fields of environmental engineering/science and systems analysis. Areas of specialization are organized into a constructed facilities division (including transportation engineering, structural engineering, construction engineering and management, pavement engineering, materials for constructed facilities, and geotechnical engineering) and an environmental engineering division (including geoenvironmental engineering, environmental fluid mechanics and water resources engineering, environmental science and technology, and environmental and water chemistry).

Degrees require a coordinated core program of courses, selected from CEE and other department/program offerings. Graduate degree programs closely associated with the department include engineering mechanics, human factors, environmental chemistry and technology, water resources management, geological engineering, land resources, and limnology and marine science.

In support of the instructional and research programs are laboratory facilities for structural engineering; highway materials; transportation systems; driving simulation and human factors; soil mechanics, geotechnical and geoenvironmental engineering; coastal and hydraulic engineering; environmental fluid mechanics; environmental engineering processes and engineering chemistry. Water resources engineering, environmental engineering, and water chemistry have additional research facilities in the Water Science and Engineering Laboratory on the shore of Lake Mendota. The Environmental Engineering Field Laboratory is located at the Nine-Springs Madison Metropolitan Wastewater Treatment Plant.

**ADMISSIONS**

Students apply to the Master of Science in Civil and Environmental Engineering through one of the named options:

- Research (p. 365)
- Professional (p. 359)

Admissions to the following options have been suspended. Interested students should apply to the Professional option:

- (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-research-ms/) Construction Engineering and Management (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-construction-engineering-management-ms/)
- Environmental Science and Engineering (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-environmental-science-engineering-ms/)
- Geological/Geotechnical Engineering (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-geological-geotechnical-engineering-ms/)
- Structural Engineering (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-structural-engineering-ms/)
- Transportation Engineering (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-transportation-engineering-ms/)
• Water Resources Engineering (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-water-resources-engineering-ms/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial support is available through fellowships, project/program assistantships (PA), research assistantships (RA), and teaching assistantships (TA). Faculty will contact successful M.S./Ph.D. applicants directly regarding funding opportunities. Admission is not a guarantee of funding.

Students in the Professional M.S. named option and M.Eng. (named option in Environmental Engineering) online programs are not eligible for department funded opportunities.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
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<td>Minimum Residence Credit Requirement</td>
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<td>3.00 GPA required.</td>
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<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

Policies

Students should refer to one of the named options for policy information:

• Research (p. 365)
• (p. 365)Construction Engineering and Management (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-construction-engineering-management-ms/)
• Environmental Science and Engineering (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-environmental-science-engineering-ms/)
• Geological/Geotechnical Engineering (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-geological-geotechnical-engineering-ms/)

REQUIRED COURSES

Select a Named Option (p. 346) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Civil and Environmental Engineering must select one of the following named options:

View as listView as grid

• CIVIL AND ENVIRONMENTAL ENGINEERING: CONSTRUCTION ENGINEERING AND MANAGEMENT, M.S. (P. 347)
• CIVIL AND ENVIRONMENTAL ENGINEERING: ENVIRONMENTAL SCIENCE AND ENGINEERING, M.S. (P. 351)
• CIVIL AND ENVIRONMENTAL ENGINEERING: GEOLOGICAL/GEOTECHNICAL ENGINEERING, M.S. (P. 355)
• CIVIL AND ENVIRONMENTAL ENGINEERING: PROFESSIONAL, M.S. (P. 359)
• CIVIL AND ENVIRONMENTAL ENGINEERING: RESEARCH, M.S. (P. 365)
• CIVIL AND ENVIRONMENTAL ENGINEERING: STRUCTURAL ENGINEERING, M.S. (P. 370)
• CIVIL AND ENVIRONMENTAL ENGINEERING: TRANSPORTATION ENGINEERING, M.S. (P. 373)
• CIVIL AND ENVIRONMENTAL ENGINEERING: WATER RESOURCES ENGINEERING, M.S. (P. 377)

Assessments n/a and Examinations

Language See Named Options for policy information. Requirements

(https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-water-resources-engineering-ms/)
• Professional (p. 359)
• Structural Engineering (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-structural-engineering-ms/)
• Transportation Engineering (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/civil-environmental-engineering-transportation-engineering-ms/)
• Water Resources Engineering (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-water-resources-engineering-ms/)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate a strong understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and solve advanced engineering problems.
3. Apply the latest scientific and technological advancements, advanced techniques, and modern engineering tools to these problems.
4. Recognize and apply principles of ethical and professional conduct.

CIVIL AND ENVIRONMENTAL ENGINEERING: CONSTRUCTION ENGINEERING AND MANAGEMENT, M.S.

Admissions to the Civil and Environmental Engineering: Construction Engineering and Management, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

This is a named option in the Civil and Environmental Engineering M.S. (p. 345) It is based on coursework only (no research-based thesis). This program will be replaced by Civil and Environmental Engineering: Professional M.S. (p. 359) in fall 2021.

The M.S.—CEE named option in Construction Engineering and Management (CEM) from the University of Wisconsin—Madison provides you with expertise in the theoretical and practical methods of planning, design, and construction, building on your civil engineering foundation in environmental engineering, transportation, structural analysis, fluid dynamics, and material science.

In just one year of intensive face-to-face learning, you gain an enriched understanding of construction scheduling, cost estimating, construction law, business management, ethics, risk management, safety and quality management, project control, teamwork, leadership, written and oral communications, and continuous improvement. You emerge fully prepared to immerse yourself in construction engineering and management.

Industry partners are strongly engaged in all aspects of the Construction Engineering and Management program, serving as adjunct professors, professors of practice, instructors, strategic advisors, and general supporters. This provides you with a valuable network of contacts during your time on the UW—Madison campus and once you enter the workforce.

Our Construction and Engineering Management graduates are among the top executive performers and leaders in the industry. Leading construction companies consider the UW—Madison Construction and Engineering Management program a top producing school and first choice for future recruiting.

Earn your master’s degree through a program created with professional values in mind. As a UW—Madison graduate, you can provide outstanding service and expertise to the construction industry.

ADMISSIONS

Admissions to the Civil and Environmental Engineering: Construction Engineering and Management, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.
Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tr>
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</tr>
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<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
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<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
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Applicants must first meet all of the requirements of the Graduate School. Please visit this website (https://grad.wisc.edu) for details.

Applicants must also meet department specific requirements as outlined below:

- Have a bachelor’s degree in civil and environmental engineering from an ABET-accredited engineering program or from a recognized international institution
- Submit a 1,000 word or fewer statement of purpose; include your technical areas of interest, coursework emphasis, research experience, professional goals, faculty members you are interested in working with, and any other items relevant to your qualifications for graduate school
- Submit three letters of recommendation
- Non-native English speakers must have a Test of English as a Foreign Language (TOEFL) with a score of 580 (written) or 92 (Internet version)

Please do not mail paper copies of application materials. Upload the required application materials to the electronic Graduate School application, including a PDF copy of the most current transcripts. Applicants who are recommended for admission by the CEE Admissions Committee, will receive an e-mail with further instructions from the CEE Graduate Admissions Office, requesting official transcripts or other required application material.

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### FUNDING

#### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

#### PROGRAM RESOURCES

Students in this program are not eligible for department funded opportunities in the form of teaching assistantship (TA), research assistantship (RA), or project assistantship (PA).

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### NAMED OPTION REQUIREMENTS

### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>30 credits</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
</tbody>
</table>
Minimum Residence Credit Requirement

- 16 credits

Minimum Graduate Coursework Requirement

- At least 50% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.

Overall Graduate GPA Requirement

- 3.00 GPA required.

Other Grade Requirements

- The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

- Contact the program for information on required assessments and examinations.

Language Requirements

- Contact the program for information on any language requirements.

REQUIRED COURSES

This is a face-to-face, accelerated program:

- 30 credit degree program
- Complete the program in one academic year (fall, spring, summer)
- Courses begin in fall semester only
- Take 15 credits from the approved list of Construction Engineering and Management courses (see below)
- 6 credits from a second discipline within the approved list of Civil and Environmental Engineering (CEE) specialization courses, based on your career interests
- 3 credits from a third discipline within the approved list of CEE specialization courses, based on your career interests
- 5 credits of independent study
- 1 credit in a graduate student seminar

Typical Curriculum in this Program

(Student and advisor will select specific courses)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIV ENGR/BSE 491</td>
<td>Legal Aspects of Engineering</td>
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<tr>
<td>CIV ENGR 497</td>
<td>Mechanical Systems for Construction</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 498</td>
<td>Construction Project Management</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 669</td>
<td>Special Topics in Construction Engineering and Management (Topic: Field Engineering Workshop-Civ Engr. section)</td>
<td>1-4</td>
</tr>
<tr>
<td>CIV ENGR 669</td>
<td>Special Topics in Construction Engineering and Management (Topic: Field Engineering Workshop-Electrical Engr. section)</td>
<td>1-4</td>
</tr>
</tbody>
</table>

Policies

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

GRADUATE WORK FROM OTHER INSTITUTIONS

With program approval, students are allowed to count credits of graduate coursework from other institutions. Approved credits will be allowed to count toward the minimum graduate degree credit requirement and the minimum graduate coursework requirement, but will not count toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, no more than 7 credits of coursework numbered 300 or higher from a UW–Madison undergraduate degree are allowed to count only toward the minimum graduate degree credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison special student toward the Minimum Graduate Residence Credit Requirement, and the Minimum Graduate Degree Credit Requirement; those courses
numbered 700 or above may be applied toward the Minimum Graduate Coursework (50%) Requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employee.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

CEE Grievance Procedures
Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.

- The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.
- Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor to discuss the grievance. Currently, the CEE Grievance Advisors are:
  - Christina Remucal, Professor and Associate Chair for Graduate Programs remucal@wisc.edu 141 WSEL Phone: (608) 262-1820
  - William Likos, Professor and CEE Department Chair likos@wisc.edu 2205 Engineering Hall Phone: (608) 890-2662

If the student prefers to talk with someone outside of the CEE department, contact:

Chris Brace, Assistant Dean

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

- The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the UW Office of Compliance website and are included in the next section.
  
- If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.
  
- On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.
  
- The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom
the complaint was directed within 15 working days from the date the complaint was received.

- At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College.

- Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has established policies governing student conduct, academic dishonesty, and sexual and racial harassment. The Graduate School also has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Guidelines.

OTHER

Students in the accelerated MS (named options) are not eligible for department funded opportunities.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Civil and Environmental Engineering Faculty: Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabahakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

Geological Engineering Faculty: Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thurer (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

Environmental Chemistry and Technology: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering); Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/environmental-chemistry-technology/).

CIVIL AND ENVIRONMENTAL ENGINEERING: ENVIRONMENTAL SCIENCE AND ENGINEERING, M.S.

Admissions to the Civil and Environmental Engineering: Environmental Science and Engineering, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

This is a named option within Civil and Environmental Engineering M.S. (p. 345) It is based on coursework only (no research-based thesis). This program will be replaced by Civil and Environmental Engineering: Professional M.S. (p. 359) in fall 2021.

The Environmental Science and Engineering M.S.–CEE named option from the Department of Civil and Environmental Engineering (https://www.engr.wisc.edu/department/civil-environmental-engineering/accelerated-master-science-programs-civil-environmental-engineering/) at the University of Wisconsin–Madison teaches you how to apply science to solve complex environmental problems. Our program is multidisciplinary, so you gain a deeper understanding of chemistry, biology, and systems thinking to better approach your work.

In just one year (fall, spring, and summer), learn to comprehensively address practical problems associated with drinking water and wastewater treatment, air quality, environmental chemistry, sustainable design, energy efficiency, and solid and hazardous waste remediation. Additionally, some courses explore the combination of law and practice, so you discover how to develop and enforce environmental policies and regulations that forge the way for a greener future.

At UW–Madison, our graduate research program is dynamic. Engineering and environmental chemistry professors, visiting professors, academic staff members, and a cadre of research graduate and undergraduate students provide context for your studies. We sustain a broad range of research topics, so you can explore environmental chemistry, wastewater treatment, drinking water treatment, freshwater quality, environmental microbiology, bioenergy production, sustainable engineering design, and many more.

With a master’s degree in CEE with a named option in Environmental Science and Engineering, you are at the forefront of rapidly developing and world-changing innovations.

ADMISSIONS

Admissions to the Civil and Environmental Engineering: Environmental Science and Engineering, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://
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#### PROGRAM RESOURCES

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### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

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<th>Hybrid</th>
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<tr>
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**Mode of Instruction Definitions**

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</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
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</tbody>
</table>
Minimum Graduate Coursework Requirement: At least 50% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations: n/a

Language Requirements: n/a

REQUIRED COURSES
This is a face to face, accelerated program:

• 30 credit degree program
• Complete the program in one academic year (fall, spring, summer)
• Courses begin in fall semester only
• Take 18 credits from the approved list of specialized courses
• Up to 6 credits of advanced study, 1-2 credits in a graduate student seminar, and up to 6 credits from a second discipline based on your career interests and faculty advisement

Typical Curriculum in this Program
Students typically take 12 credits in the fall semester, 12 credits in the spring semester, and 6 credits in the summer semester.

COURSE OPTIONS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CIV ENGR 410</td>
<td>Hydraulic Engineering</td>
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<tr>
<td>CIV ENGR 411</td>
<td>Open Channel Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 412</td>
<td>Groundwater Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 414</td>
<td>Hydrologic Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 415</td>
<td>Hydrology</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 416</td>
<td>Water Resources Systems Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 421</td>
<td>Environmental Sustainability Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 423</td>
<td>Air Pollution Effects, Measurement and Control</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 426</td>
<td>Design of Wastewater Treatment Plants</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 427</td>
<td>Solid and Hazardous Wastes Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 428</td>
<td>Water Treatment Plant Design</td>
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<td>CIV ENGR 429</td>
<td>Environmental Systems Optimization</td>
<td>3</td>
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<td>CIV ENGR 500</td>
<td>Water Chemistry</td>
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<tr>
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<td>Water Analysis-Intermediate</td>
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<td>CIV ENGR 514</td>
<td>Coastal Engineering</td>
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<tr>
<td>CIV ENGR 515</td>
<td>Hydroclimatology for Water Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 522</td>
<td>Hazardous Waste Management</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 618</td>
<td>Special Topics in Hydraulics and Fluid Mechanics</td>
<td>1-3</td>
</tr>
<tr>
<td>CIV ENGR 619</td>
<td>Special Topics in Hydrology</td>
<td>1-3</td>
</tr>
<tr>
<td>CIV ENGR/ SOIL SCI 623</td>
<td>Microbiology of Waterborne</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/ M&amp;ENVTOX/ SOIL SCI 631</td>
<td>Pathogens and Indicator Organisms</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 700</td>
<td>Chemistry of Natural Waters</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/ ATM OCN 701</td>
<td>The Chemistry of Air Pollution</td>
<td>2</td>
</tr>
<tr>
<td>CIV ENGR 703</td>
<td>Environmental Geochemistry</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 704</td>
<td>Environmental Chemical Kinetics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 716</td>
<td>Statistical Modelling of Hydrologic Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 721</td>
<td>Biological Principles of Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 722</td>
<td>Chemical Principles of Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 723</td>
<td>Energy Principles of Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 729</td>
<td>Environmental Sustainability Tools</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 732</td>
<td>Unsaturated Soil Geoengineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 821</td>
<td>Environmental Engineering: Biological Treatment Processes</td>
<td>3-4</td>
</tr>
<tr>
<td>CIV ENGR 822</td>
<td>Environmental Engineering: Physical/Chemical Treatment Process</td>
<td>3-4</td>
</tr>
<tr>
<td>G L E/GEOSCI 594</td>
<td>Introduction to Applied Geophysics</td>
<td>3</td>
</tr>
<tr>
<td>G L E/GEOSCI 627</td>
<td>Hydrogeology</td>
<td>3-4</td>
</tr>
<tr>
<td>G L E/GEOSCI 629</td>
<td>Contaminant Hydrogeology</td>
<td>3</td>
</tr>
<tr>
<td>G L E/GEOSCI 724</td>
<td>Groundwater Flow Modeling</td>
<td>3</td>
</tr>
<tr>
<td>MICROBIO/ SOIL SCI 425</td>
<td>Environmental Microbiology</td>
<td>3</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
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These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**CEE Grievance Procedures**

Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.

- The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.
- Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor to discuss the grievance. Currently, the CEE Grievance Advisors are:

  Christina Remucal, Professor and Associate Chair for Graduate Programs remucal@wisc.edu 141 WSEL Phone: (608) 262-1820
  William Likos, Professor and CEE Department Chair likos@wisc.edu 2205 Engineering Hall Phone: (608) 890-2662

If the student prefers to talk with someone outside of the CEE department, contact:

Chris Brace, Assistant Dean

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

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**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:
The Graduate School has established policies governing student conduct, academic dishonesty, and sexual and racial harassment. The Graduate School also has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Guidelines.

OTHER

Students in the accelerated MS named options are not eligible for department funded opportunities.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Civil and Environmental Engineering Faculty: Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

Geological Engineering Faculty: Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thuerber (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

Environmental Chemistry and Technology: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering), Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/graduate-academics/environmental-chemistry-technology/).

CIVIL AND ENVIRONMENTAL ENGINEERING: GEOLOGICAL/GEOTECHNICAL ENGINEERING, M.S.

Admissions to the Civil and Environmental Engineering: Geological/Geotechnical Engineering, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

This is a named option within Civil and Environmental Engineering M.S. (p. 345) It is based on coursework only (no research-based thesis). This program will be replaced by Civil and Environmental Engineering: Professional M.S. (p. 359) in fall 2021.

The Geological/Geotechnical Engineering (https://www.engr.wisc.edu/department/civil-environmental-engineering/accelerated-master-science-programs-civil-environmental-engineering/) M.S.-CEE named option from the University of Wisconsin-Madison is interdisciplinary, taught by faculty from the College of Engineering and the College of Letters & Science. Our program integrates expertise from geology and engineering, so you acquire deep understanding of the interrelation between nature and the built environment.

In just one year, learn to solve a variety of practical problems associated with rocks and soils using principles of sustainable engineering. Combine your knowledge of geology with your engineering expertise to build structures, manage groundwater and surface water resources, construct subsurface repositories for waste disposal, and design systems to help extract conventional and alternative energy and mineral resources.

Our program is dynamic. You work with engineering and geoscience professors, visiting professors, academic staff members, and a cadre of research graduate and undergraduate students. Choose your electives based on your specific career or research needs. Research topics include alternative energy, geoenvironmental engineering, rock mechanics, earthquake engineering, hydrogeology, near-surface geophysics, and many more.

In the UW–Madison Geological/Geotechnical Engineering master's program, you develop strong skills in geoenvironmental engineering, groundwater technology, rock and soil mechanics, geophysics, and geology. Graduate ready to excel in your field, whether it be consulting,
Admissions to the Civil and Environmental Engineering: Geological/Geotechnical Engineering, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

### Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3 Required</td>
</tr>
</tbody>
</table>

Applicants must first meet all of the requirements of the Graduate School. Please visit this website (https://grad.wisc.edu) for details.

Applicants must also meet department specific requirements as outlined below:

- Have a bachelor’s degree in civil and environmental engineering from an ABET-accredited engineering program or from a recognized international institution
- Submit a 1,000 word or fewer statement of purpose; include your technical areas of interest, coursework emphasis, research experience, professional goals, faculty members you are interested in working with, and any other items relevant to your qualifications for graduate school
- Submit three letters of recommendation
- Non-native English speakers must have a Test of English as a Foreign Language (TOEFL) with a score of 580 (written) or 92 (Internet version)

Please do not mail paper copies of application materials. Upload the required application materials to the electronic Graduate School application, including a PDF copy of the most current transcripts.

Applicants who are recommended for admission by the CEE Admissions Committee will receive an e-mail with further instructions from the CEE Graduate Admissions Office, requesting official transcripts or other required application material. Applicants should monitor the application status by visiting the “Graduate Application Status” window within your MyUW portal (information on this is received after submitting an application). You may need to activate a NetID to gain access to the MyUW portal. Graduate Application Status will remain “pending” until recommendations are determined. All applicants will receive an e-mail from the CEE Graduate Admissions Team with more details once the admission committees have made decisions.

### FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

Students in this program are not eligible for department funded opportunities in the form of teaching assistantship (TA), research assistantship (RA), or project assistantship (PA).

### REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

### NAMED OPTION REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Yes</strong></td>
<td><strong>No</strong></td>
<td><strong>No</strong></td>
<td><strong>No</strong></td>
<td><strong>Yes</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>At least 50% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Contact the program for information on required assessments and examinations.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Contact the program for information on any language requirements.</td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

**Typical Curriculum in this program**

- Students typically take 12 credits in the fall semester, 12 credits in the spring semester, and 6 credits in the summer semester.

- 15 credits from the approved list of Geological/Geotechnical Engineering Specialization courses. Student and advisor will select specific courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>G L E 401</td>
<td>Special Topics in Geological Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>G L E/CIV ENGR/GEOSCI/M S &amp; E 474</td>
<td>Rock Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 530</td>
<td>Seepage and Slopes</td>
<td>3</td>
</tr>
<tr>
<td>G L E/GEOSCI 594</td>
<td>Introduction to Applied Geophysics</td>
<td>3</td>
</tr>
<tr>
<td>G L E/GEOSCI 595</td>
<td>Field Methods in Applied and Engineering Geophysics</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/G L E 635</td>
<td>Remediation Geotechnics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 730</td>
<td>Engineering Properties of Soils</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 732</td>
<td>Unsaturated Soil Geoengineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 733</td>
<td>Physicochemical Basis of Soil Behavior</td>
<td>3</td>
</tr>
</tbody>
</table>

- 6 credits from a second discipline within the approved list of Civil and Environmental Engineering specialization courses, based on your career interests.
- 3 credits from a third discipline within the approved list of CEE specialization courses, based on your career interests.
- 5 credits of G L E 699 Independent Study and 1 credit of G L E 900 Seminar

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

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**POLICIES**

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**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**GRADUATE WORK FROM OTHER INSTITUTIONS**

With program approval, students are allowed to count credits of graduate coursework from other institutions. Approved credits will be allowed to count toward the minimum graduate degree credit requirement and the minimum graduate coursework requirement, but will not count toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW-MADISON UNDERGRADUATE**

With program approval, no more than 7 credits of coursework numbered 300 or higher from a UW-Madison undergraduate degree are allowed to count only toward the minimum graduate degree credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW-MADISON UNIVERSITY SPECIAL**

With program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW-Madison special student toward the Minimum Graduate Residence Credit Requirement, and the Minimum Graduate Degree Credit Requirement; those courses numbered 700 or above may be applied toward the Minimum Graduate Coursework (50%) Requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.
PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
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• Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor to discuss the grievance. Currently, the CEE Grievance Advisors are:
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• If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.
• On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.
• The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.
• At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College.
• Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has established policies governing student conduct, academic dishonesty, and sexual and racial harassment. The Graduate School also has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Guidelines.

OTHER
Students in the accelerated MS (named options) are not eligible for department funded opportunities.

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Civil and Environmental Engineering Faculty: Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Nogueira, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang,Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

Geological Engineering Faculty: Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thuber (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

Environmental Chemistry and Technology: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering); Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/environmental-chemistry-technology/).

CIVIL AND ENVIRONMENTAL ENGINEERING: PROFESSIONAL, M.S.

This is a named option in the Civil and Environmental Engineering M.S. (https://guide.wisc.edu/graduate/civil-environmental-engineering/civil-environmental-engineering-ms/) It is one year, face-to face coursework-based program.

The mission of the civil and environmental engineering program is to develop leaders in education, industry, and government who can use their acquired skills to improve society. The academic program provides a comprehensive framework of courses in the broad area of civil and environmental engineering with opportunities to develop specialized expertise. It also emphasizes the development of integrated teamwork abilities, communication, leadership, entrepreneurship, and creative research skills. Graduate study in the department offers an opportunity to take coursework in various areas of specialization. Areas include:

• Construction engineering and management: construction labor productivity management; integrated lean project delivery systems; risk management; advanced computer applications to construction; change management
• Environmental science and engineering: water supply; water quality; water treatment; wastewater treatment; solid and hazardous waste management; air pollution; biotechnology; alternative energy
• Geological/geotechnical engineering: geotechnical and geological engineering: geosynthetics; in-situ testing and engineering geophysics; recycled materials in sustainable construction
• Structural engineering: behavior, analysis and design of reinforced/prestressed concrete, steel, and wood structures; design for earthquake and wind loading; seismic rehabilitation
• Transportation engineering: highway and traffic engineering; intelligent transportation systems; connected and automated vehicles; transportation planning; infrastructure management; transportation safety; user comprehension and behavior; advanced driving- and micro-simulation; big data
• Water resources engineering: analysis, measurement, modeling of currents, flows, and waves in natural and constructed systems; surface and groundwater hydrology; hydraulic engineering; coastal engineering; sedimentation and transport processes; infrastructure impacts of extreme weather events; hydroecology, stream restoration

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
</tbody>
</table>
Other Test(s) (e.g. GMAT, MCAT) n/a
Letters of Recommendation Required 3

Applicants must first meet all of the requirements of the Graduate School. Please visit this website (https://grad.wisc.edu/) for details.

Applicants must also meet department specific requirements as outlined below:

• Have a bachelor’s degree in civil and environmental engineering from an ABET-accredited engineering program or from a recognized international institution

• Submit a 1,000 word or fewer statement of purpose; include your technical areas of interest, coursework emphasis, research experience, professional goals, faculty members you are interested in working with, and any other items relevant to your qualifications for graduate school

• Submit three letters of recommendation

• Non-native English speakers must have a Test of English as a Foreign Language (TOEFL) with a score of 580 (written) or 92 (Internet version)

Please do not mail paper copies of application materials. Upload the required application materials to the electronic Graduate School application, including a PDF copy of the most current transcripts. Applicants who are recommended for admission by the CEE Admissions Committee, will receive an e-mail with further instructions from the CEE Graduate Admissions Office, requesting official transcripts or other required application material.

Applicants should monitor the application status by visiting the “Graduate Application Status” window within your MyUW portal (information on this is received after submitting an application). You may need to activate a NetID to gain access to the MyUW portal.

Graduate Application Status will remain "pending" until recommendations are determined. All applicants will receive an e-mail from the CEE Graduate Admissions Team with more details once the admission committees have made decisions.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in this program are not eligible for department funded opportunities in the form of teaching assistantship (TA), research assistantship (RA), or project assistantship (PA).

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
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<td>No</td>
<td>Yes</td>
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</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>At least 50% of credits (15/30) applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>There are no degree-specific assessments and examinations outside of those given in individual courses.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>n/a</td>
</tr>
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</table>

REQUIRED COURSES

This is a face to face, accelerated program:

• Complete the program in one academic year (fall, spring, summer)
• Courses may begin in the fall or spring semester

CORE COURSES:

• At least 15 of the 30 credit hours must be taken within one curriculum path. Please see curriculum paths below
• 21 of the 30 credit hours must be taken in CIV ENGR (https://guide.wisc.edu/courses/civ_engr/) or G L E (https://guide.wisc.edu/courses/g_l_e/).
• 15 of the 30 credit hours must be at the graduate level (50% attribute).

**PROFESSIONAL DEVELOPMENT:**
• May enroll in up to 5 credits of CIV ENGR 999 Advanced Independent Study or G L E 999 Independent Work.

**ELECTIVE COURSES:**
• Up to 2 credit hours of seminar. Please see seminar options listed below.
• Additional electives beyond CIV ENGR 999, G L E 999, and/or seminar(s) may be taken based on your career interests and advisor approval.

### Seminars

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CIV ENGR 579</td>
<td>Seminar-Transportation Engineering</td>
<td>1</td>
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<tr>
<td>CIV ENGR 669</td>
<td>Special Topics in Construction Engineering and Management</td>
<td>1-4</td>
</tr>
<tr>
<td>G L E 900</td>
<td>Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 909</td>
<td>Graduate Seminar - Environmental Chemistry &amp; Technology</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 919</td>
<td>Seminar-Hydraulic Engineering and Fluid Mechanics</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 929</td>
<td>Seminar-Environmental Engineering</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 939</td>
<td>Geotechnical Engineering Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 949</td>
<td>Seminar-Structural Engineering</td>
<td>1</td>
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</table>

**CURRICULUM PATHS:**

### Construction Engineering and Management

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CIV ENGR 392</td>
<td>Building Information Modeling (BIM)</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 430</td>
<td>Introduction to Slope Stability and Earth Retention</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/G L E 432</td>
<td>Introduction to Shallow and Deep Foundation Systems</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/G L E 434</td>
<td>Introduction to Underground Openings Engineering</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 445</td>
<td>Steel Structures I</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 447</td>
<td>Concrete Structures I</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 451</td>
<td>Architectural Design</td>
<td>3</td>
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<tr>
<td>CIV ENGR/BSE 491</td>
<td>Legal Aspects of Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 492</td>
<td>Integrated Project Estimating and Scheduling</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 494</td>
<td>Civil and Environmental Engineering Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 496</td>
<td>Electrical Systems for Construction</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 497</td>
<td>Mechanical Systems for Construction</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 498</td>
<td>Construction Project Management</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 532</td>
<td>Foundations</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 545</td>
<td>Steel Structures II</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 547</td>
<td>Concrete Structures II</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 575</td>
<td>Advanced Highway Materials and Construction</td>
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**Environmental Science and Engineering**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>CIV ENGR 410</td>
<td>Hydraulic Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 411</td>
<td>Open Channel Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 412</td>
<td>Groundwater Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 414</td>
<td>Hydrologic Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 415</td>
<td>Hydrology</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 416</td>
<td>Water Resources Systems Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 421</td>
<td>Environmental Sustainability Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 423</td>
<td>Air Pollution Effects, Measurement and Control</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 426</td>
<td>Design of Wastewater Treatment Plants</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 427</td>
<td>Solid and Hazardous Wastes Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 428</td>
<td>Water Treatment Plant Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 429</td>
<td>Environmental Systems Optimization</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 494</td>
<td>Civil and Environmental Engineering Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 500</td>
<td>Water Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 501</td>
<td>Water Analysis-Intermediate</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 511</td>
<td>Mixing and Transport in the Environment</td>
<td>3</td>
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<tr>
<td>CIV ENGR 514</td>
<td>Coastal Engineering</td>
<td>2-3</td>
</tr>
<tr>
<td>CIV ENGR 515</td>
<td>Hydroclimatology for Water Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 522</td>
<td>Hazardous Waste Management</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 530</td>
<td>Seepage and Slopes</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 609</td>
<td>Special Topics in Water Chemistry</td>
<td>1-3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 612</td>
<td>Ecolimnohydrology</td>
<td>3</td>
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<tr>
<td>CIV ENGR 618</td>
<td>Special Topics in Hydraulics and Fluid Mechanics</td>
<td>1-3</td>
</tr>
<tr>
<td>CIV ENGR 619</td>
<td>Special Topics in Hydrology</td>
<td>1-3</td>
</tr>
<tr>
<td>CIV ENGR 629</td>
<td>Special Topics in Environmental Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>CIV ENGR/ M&amp;ENVTOX/ SOIL SCI 631</td>
<td>Toxicants in the Environment: Sources, Distribution, Fate, &amp; Effects</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 700</td>
<td>Chemistry of Natural Waters</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/ ATM OCN 701</td>
<td>The Chemistry of Air Pollution</td>
<td>2</td>
</tr>
<tr>
<td>CIV ENGR 703</td>
<td>Environmental Geochemistry</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 704</td>
<td>Environmental Chemical Kinetics</td>
<td>3</td>
</tr>
</tbody>
</table>

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1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CIV ENGR 716</td>
<td>Statistical Modelling of Hydrologic Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 721</td>
<td>Biological Principles of Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 722</td>
<td>Chemical Principles of Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 723</td>
<td>Energy Principles of Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 729</td>
<td>Environmental Sustainability Tools</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G LE 732</td>
<td>Unsaturated Soil Geoengeering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 820</td>
<td>Hydraulics and Applied Fluid Mechanics for Environmental Engineers</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 821</td>
<td>Environmental Engineering: Biological Treatment Processes</td>
<td>3-4</td>
</tr>
<tr>
<td>CIV ENGR 822</td>
<td>Environmental Engineering: Physical/Chemical Treatment Process</td>
<td>3-4</td>
</tr>
<tr>
<td>CIV ENGR 823</td>
<td>Environmental Engineering Design Project</td>
<td>3</td>
</tr>
</tbody>
</table>

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### Geological/Geotechnical Engineering 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>G LE 401</td>
<td>Special Topics in Geological Engineering</td>
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<tr>
<td>CIV ENGR 411</td>
<td>Open Channel Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 414</td>
<td>Hydrologic Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 427</td>
<td>Solid and Hazardous Wastes Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G LE 430</td>
<td>Introduction to Slope Stability and Earth Retention</td>
<td>1</td>
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<tr>
<td>CIV ENGR/G LE 432</td>
<td>Introduction to Shallow and Deep Foundation Systems</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/G LE 434</td>
<td>Introduction to Underground Openings Engineering</td>
<td>1</td>
</tr>
<tr>
<td>G LE/CIV ENGR/GEOSCI/M S &amp; E 474</td>
<td>Rock Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 514</td>
<td>Coastal Engineering</td>
<td>2-3</td>
</tr>
<tr>
<td>CIV ENGR/G LE 530</td>
<td>Seepage and Slopes</td>
<td>3</td>
</tr>
<tr>
<td>G LE/CIV ENGR 532</td>
<td>Foundations</td>
<td>3</td>
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<tr>
<td>G LE/GEOSCI 537</td>
<td>Quantitative Methods for Geoscience</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 575</td>
<td>Advanced Highway Materials and Construction</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 576</td>
<td>Advanced Pavement Design</td>
<td>3</td>
</tr>
<tr>
<td>G LE/GEOSCI 594</td>
<td>Introduction to Applied Geophysics</td>
<td>3</td>
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<tr>
<td>G LE/GEOSCI 595</td>
<td>Field Methods in Applied and Engineering Geophysics</td>
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<tr>
<td>G LE/GEOSCI 627</td>
<td>Hydrogeology</td>
<td>3-4</td>
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<tr>
<td>G LE/GEOSCI 629</td>
<td>Contaminant Hydrogeology</td>
<td>3</td>
</tr>
<tr>
<td>G LE/CIV ENGR 635</td>
<td>Remediation Geotechnics</td>
<td>3</td>
</tr>
<tr>
<td>GEOSCI 720</td>
<td>Glaciology</td>
<td>3</td>
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<tr>
<td>G LE/GEOSCI 724</td>
<td>Groundwater Flow Modeling</td>
<td>3</td>
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<tr>
<td>G LE/CIV ENGR 730</td>
<td>Engineering Properties of Soils</td>
<td>3</td>
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<td>G LE/CIV ENGR 732</td>
<td>Unsaturated Soil Geoengeering</td>
<td>3</td>
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<tr>
<td>G LE/CIV ENGR 733</td>
<td>Physicochemical Basis of Soil Behavior</td>
<td>3</td>
</tr>
<tr>
<td>G LE/CIV ENGR 735</td>
<td>Soil Dynamics</td>
<td>3</td>
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<tr>
<td>CIV ENGR 744</td>
<td>Structural Dynamics and Earthquake Engineering</td>
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<td>G LE/GEOSCI 747</td>
<td>Tectonophysics</td>
<td>3</td>
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<tr>
<td>GEOSCI 755</td>
<td>Advanced Structural Geology</td>
<td>3</td>
</tr>
<tr>
<td>G LE/GEOSCI 757</td>
<td>Advanced Rock Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>GEOSCI 758</td>
<td>Mechanics of Earthquakes and Faulting</td>
<td>3</td>
</tr>
<tr>
<td>G LE 801</td>
<td>Special Topics in Geological Engineering</td>
<td>1-3</td>
</tr>
</tbody>
</table>

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### Structural Engineering 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>E M A 405</td>
<td>Practicum in Finite Elements</td>
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</tr>
<tr>
<td>CIV ENGR/G LE 430</td>
<td>Introduction to Slope Stability and Earth Retention</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/G LE 432</td>
<td>Introduction to Shallow and Deep Foundation Systems</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/G LE 434</td>
<td>Introduction to Underground Openings Engineering</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 440</td>
<td>Structural Analysis II</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/BSE 491</td>
<td>Legal Aspects of Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 498</td>
<td>Construction Project Management</td>
<td>3</td>
</tr>
<tr>
<td>E M A 506</td>
<td>Advanced Mechanics of Materials I</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/E M A/ M E 508</td>
<td>Composite Materials</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G LE 532</td>
<td>Foundations</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 545</td>
<td>Steel Structures II</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 547</td>
<td>Concrete Structures II</td>
<td>3</td>
</tr>
<tr>
<td>E M A 605</td>
<td>Introduction to Finite Elements</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 649</td>
<td>Special Topics in Structural Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>CIV ENGR/G LE 730</td>
<td>Engineering Properties of Soils</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G LE 735</td>
<td>Soil Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 744</td>
<td>Structural Dynamics and Earthquake Engineering</td>
<td>4</td>
</tr>
<tr>
<td>CIV ENGR 749</td>
<td>Special Topics in Structural Engineering</td>
<td>1-4</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 NOTE: CIV ENGR 440 Structural Analysis II, CIV ENGR 545 Steel Structures II, and CIV ENGR 547 Concrete Structures II are required
for students in the Structural Engineering Path unless approved by their advisor.

### Transportation Engineering

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYCH/ISYE 349</td>
<td>Introduction to Human Factors</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 370</td>
<td>Transportation Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/GLE 421</td>
<td>Environmental Sustainability Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/BSE 491</td>
<td>Legal Aspects of Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 494</td>
<td>Civil and Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 571</td>
<td>Urban Transportation Planning</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 572</td>
<td>Transportation Operations</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 573</td>
<td>Geometric Design of Transport Facilities</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 574</td>
<td>Traffic Control</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 575</td>
<td>Advanced Highway Materials and Construction</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 576</td>
<td>Advanced Pavement Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 577</td>
<td>Traffic Flow Theory</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 578</td>
<td>Advanced Traffic Modeling and Computer Simulation</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 579</td>
<td>Special Topics in Transportation and City Planning</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/PUBAFFR 694</td>
<td>Management of Civil Infrastructure Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

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### Water Resources

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIV ENGR 410</td>
<td>Hydraulic Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 411</td>
<td>Open Channel Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 412</td>
<td>Groundwater Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 414</td>
<td>Hydrologic Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 415</td>
<td>Hydrology</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 416</td>
<td>Water Resources Systems Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/GLE 421</td>
<td>Environmental Sustainability Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 423</td>
<td>Air Pollution Effects, Measurement and Control</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 426</td>
<td>Design of Wastewater Treatment Plants</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 427</td>
<td>Solid and Hazardous Wastes Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 428</td>
<td>Water Treatment Plant Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 429</td>
<td>Environmental Systems Optimization</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 494</td>
<td>Civil and Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 500</td>
<td>Water Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 501</td>
<td>Water Analysis-Intermediate</td>
<td>3</td>
</tr>
</tbody>
</table>

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### POLICIES

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the
degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Up to 14 credits of relevant graduate coursework (earned post-baccalaureate) from another institution may count towards fulfillment of the graduate curriculum, if approved by the department. The first 9 credits of approved graduate coursework may count towards elective coursework. If applicable, any remaining prior coursework (beyond 9 credits) may count towards 5 of the 21 CEE /GLE credits, if approved by the faculty advisor. Coursework earned five or more years prior to admission term (start of instruction date) to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

300 level or above from the undergraduate coursework completed at UW–Madison may count toward up to 7 credits of the 30-credit requirement as approved by the advisor. However, this work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned five or more years prior to admission term (start of instruction date) to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison special student toward the Minimum Graduate Residence Credit Requirement, and the Minimum Graduate Degree Credit Requirement; those courses numbered 700 or above may be applied toward the Minimum Graduate Coursework (50%) Requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employee.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**CEE Grievance Procedures**

Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.

- The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.
- Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor to discuss the grievance. Currently, the CEE Grievance Advisors are:

  Christina Remucal, Professor and Associate Chair for Graduate Programs remucal@wisc.edu 141 WSEL Phone: (608) 262-1820

  William Likos, Professor and CEE Department Chair likos@wisc.edu 2205 Engineering Hall Phone: (608) 890-2662

If the student prefers to talk with someone outside of the CEE department, contact:

Chris Brace, Assistant Dean
Professor Block, Fratta, Ginder-Vogel, Remucal, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Civil and Environmental Engineering Faculty: and launch your career.

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's department funded opportunities.

OTHER
Students in the accelerated MS named options are not eligible for department funded opportunities.

PROFESSIONAL DEVELOPMENT

CIVIL AND ENVIRONMENTAL ENGINEERING: RESEARCH, M.S.
This is a named option in the Civil and Environmental Engineering M.S. (p. 345)

Admissions
Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (http://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Admissions

People
Civil and Environmental Engineering Faculty: Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

Geological Engineering Faculty: Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thurber (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

Environmental Chemistry and Technology: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schaer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering); Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/graduate-academics/environmental-chemistry-technology/).
A complete graduate application is required before an application will be reviewed by the faculty. A complete graduate application contains the following:

- Graduate School Application Form and application fee: Applicants must submit an online application to the UW–Madison Graduate School. See Graduate School Admissions (https://grad.wisc.edu/admissions/) to apply.
  - Statement of purpose: A statement of purpose for graduate study must be submitted through an applicant's online UW–Madison Graduate School application. Please limit this important document to 1,000 words.
  - Letters of recommendation: Three letters of recommendation must be submitted through an applicant's online UW–Madison Graduate School application.
  - Transcripts: Upload the most recent copies of your transcripts to the electronic application, from each institution attended. Study abroad transcripts are not required if coursework is reflected on the degree granting university's transcript. If the application is recommended for admission then we will follow-up with instructions for official transcript submission.
  - Graduate Record Examination (GRE) Scores: Graduate Record Examination (GRE) General Test scores are required for most applicants.
  - English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See Graduate School Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.
  - GRE and TOEFL scores may be sent to institution code 1846 from ETS

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Financial support is available through fellowships, project/program assistantships (PA), research assistantships (RA), and teaching assistantships (TA). Faculty will contact successful M.S./Ph.D. applicants directly regarding funding opportunities. Admission is not a guarantee of funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

* GRE scores will not be required for Spring, Summer, or Fall 2022 admission due to challenges taking the exam during the COVID-19 pandemic.

All applicants must meet the Graduate School's admission requirements (http://grad.wisc.edu/admissions/requirements/) to be considered for admission. The application deadline is December 15 for the fall term and October 1 for the spring term. Late applications may not be reviewed for funding opportunities.

In addition, applicants must also meet the department’s more stringent admission requirements listed below to be considered for admission:

- Grades: A minimum undergraduate grade point average (GPA) of 3.00 (on a 4.00 scale) on the equivalent of the last 60 semester hours (approximately two years of work) is required for domestic applicants. A strong academic performance comparable to an average of B or above grades for all undergraduate course work is required for international applicants.
- Degree: A bachelor’s degree from an ABET-accredited engineering program or from a recognized international institution is required. Applicants who do not have a bachelor’s degree as specified above may study for the master of science in civil and environmental engineering (Program Option C); however, to become eligible for this program, applicants must meet the department’s deficiency requirements, some of which may be completed as deficiencies after admission. As a general rule, students with more than 12 credits in deficiencies are not admitted to the graduate program. Rather, they are encouraged to enroll as special students until most of their deficiencies are satisfied. All plans of study within this option must be approved by the department faculty. The deficiency requirements for applicants without a bachelor’s degree from an ABET-accredited engineering program or from a recognized international institution must be obtained from the department.

A complete graduate application is required before an application will be reviewed by the faculty. A complete graduate application contains the following:

- Graduate School Application Form and application fee: Applicants must submit an online application to the UW–Madison Graduate School.
NAMED OPTION REQUIREMENTS

TARGETED OPTION REQUIREMENTS

TRACK A—Thesis Track

Students who wish to do advanced work and research in a well-defined area of specialization are encouraged to pursue this program.

This option requires a minimum of 30 credits of graduate work including:

- A minimum of 18 credits graduate-level coursework (300-level and higher); at least of 9 of the 18 credits must be in Civil and Environmental Engineering (may include the seminar course with approval from the faculty advisor; may not include CIV ENGR 790). Some 300-level courses may require special faculty approval.
- A minimum of one-credit seminar course (Discuss seminar options with faculty advisor.)
- A minimum of 6 credits of CIV ENGR 790 Master’s Research or Thesis A faculty committee will conduct a final examination on the thesis research.

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CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>30 credits</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum Residence</td>
<td>16 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum Graduate</td>
<td>At least 50% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Coursework Requirement</td>
<td></td>
</tr>
<tr>
<td>Overall Graduate GPA</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Contact the program for information on required assessments and examinations.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Contact the program for information on any language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Track A—Thesis Track

Students who wish to do advanced work and research in a well-defined area of specialization are encouraged to pursue this program.

This option requires a minimum of 30 credits of graduate work including:

- A minimum of 18 credits graduate-level coursework (300-level and higher); at least of 9 of the 18 credits must be in Civil and Environmental Engineering (may include the seminar course with approval from the faculty advisor; may not include CIV ENGR 790). Some 300-level courses may require special faculty approval.
- A minimum of one-credit seminar course (Discuss seminar options with faculty advisor.)
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**Seminar Course Options**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIV ENGR 579</td>
<td>Seminar-Transportation Engineering</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/ENVIR ST/ URB R PL 717</td>
<td>Water Resources Management</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/ENVIR ST/ URB R PL 718</td>
<td>Practicum Planning Seminar I</td>
<td>2</td>
</tr>
<tr>
<td>CIV ENGR 909</td>
<td>Graduate Seminar - Environmental Chemistry &amp; Technology</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/ATM OCN/BOTANY/ ENVIR ST/GEOSCI/ ZOOLOGY 911</td>
<td>Limnology and Marine Science Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 919</td>
<td>Seminar-Hydraulic Engineering and Fluid Mechanics</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 929</td>
<td>Seminar-Environmental Engineering</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 939</td>
<td>Geotechnical Engineering Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 949</td>
<td>Seminar-Structural Engineering</td>
<td>1</td>
</tr>
</tbody>
</table>

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**GRADUATE SCHOOL POLICIES**

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**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count credits of coursework from other institutions. Approved credits will be allowed to count toward the minimum graduate degree credit requirement and the minimum graduate coursework requirement, but will not count toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, no more than 7 credits of coursework numbered 300 or higher from a UW–Madison undergraduate degree are allowed to count only toward the minimum graduate degree credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison special student toward the Minimum Graduate Residence Credit Requirement, and the Minimum Graduate Degree Credit Requirement; those courses numbered 700 or above may be applied toward the Minimum Graduate Coursework (50%) Requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis or independent study advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://dosostudents.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
CEE Grievance Procedures

Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.

- The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.
- Should a satisfactory resolution not be achieved, the student should contact the program's Grievance Advisor to discuss the grievance. Currently, the CEE Grievance Advisors are:
  - Christina Remucal, Professor and Associate Chair for Graduate Programs
  - William Likos, Professor and CEE Department Chair

If the student prefers to talk with someone outside of the CEE department, contact:
- Chris Brace, Assistant Dean

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

- The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the UW Office of Compliance website and are included in the next section.
- If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.
- On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.
- The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.
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- Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has established policies governing student conduct, academic dishonesty, and sexual and racial harassment. The Graduate School also has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Guidelines.

OTHER

Students in the accelerated M.S. named options are not eligible for department funded opportunities.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Civil and Environmental Engineering Faculty: Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

Geological Engineering Faculty: Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thurber (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

Environmental Chemistry and Technology: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karihikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering).
CIVIL AND ENVIRONMENTAL ENGINEERING: STRUCTURAL ENGINEERING, M.S.

Admissions to the Civil and Environmental Engineering: Structural Engineering, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

This is a named option within Civil and Environmental Engineering M.S. (p. 345) It is based on coursework only (no research-based thesis). This program will be replaced by Civil and Environmental Engineering: Professional M.S. (p. 359) in fall 2021.

State-of-the-art expertise informs the University of Wisconsin’s M.S.–CEE named option in Structural Engineering.

In just one year, students build a thorough understanding of the basic governing principles of structural engineering and gain exposure to the latest techniques and trends in civil engineering.

Students have the flexibility to choose courses that focus on structural analysis and design, geotechnical engineering, and construction engineering management. Students may also add related coursework from other departments, such as Engineering Mechanics, to craft precisely the expertise they seek.

UW–Madison’s unique combination of classroom understanding with real-world application allows you to fully master developments in the structural engineering industry and gain the practical knowledge to join the engineering profession or consider further education upon graduation.

ADMISSIONS

Admissions to the Civil and Environmental Engineering: Structural Engineering, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/359) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
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<td></td>
</tr>
</tbody>
</table>

Applicants must first meet all of the requirements of the Graduate School. Please visit this website (https://grad.wisc.edu) for details. The application deadline is December 15 for the fall term.

Applicants must also meet department specific requirements as outlined below:

- Have a bachelor’s degree in civil and environmental engineering from an ABET-accredited engineering program or from a recognized international institution
- Submit a 1,000 word or fewer statement of purpose; include your technical areas of interest, coursework emphasis, research experience, professional goals, faculty members you are interested in working with, and any other items relevant to your qualifications for graduate school
- Submit three letters of recommendation
- Non-native English speakers must have a Test of English as a Foreign Language (TOEFL) with a score of 580 (written) or 92 (Internet version)

Please do not mail paper copies of application materials. Upload the required application materials to the electronic Graduate School application, including a PDF copy of the most current transcripts. Applicants who are recommended for admission by the CEE Admissions Committee, will receive an e-mail with further instructions from the CEE Graduate Admissions Office, requesting official transcripts or other required application material.

Applicants should monitor the application status by visiting the “Graduate Application Status” window within your MyUW portal (information on this is received after submitting an application). You may need to activate a NetID to gain access to the MyUW portal.

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GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Students in this program are not eligible for department funded opportunities in the form of teaching assistantship (TA), research assistantship (RA), or project assistantship (PA).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

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CURRICULAR REQUIREMENTS

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</tr>
<tr>
<td>Minimum</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Typical curriculum in this program: 12 credits in the fall semester, 12 credits in the spring semester, and 6 credits in the summer semester.

- Complete a minimum of 27 credits from the approved list of Structural Engineering Courses.

- Complete the following 3 courses:

Policies

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the
degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**
With program approval, students are allowed to count credits of graduate coursework from other institutions. Approved credits will be allowed to count toward the minimum graduate degree credit requirement and the minimum graduate coursework requirement, but will not count toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**
With program approval, no more than 7 credits of coursework numbered 300 or higher from a UW–Madison undergraduate degree are allowed to count only toward the minimum graduate degree credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**
With program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison special student toward the Minimum Graduate Residence Credit Requirement, and the Minimum Graduate Degree Credit Requirement; those courses numbered 700 or above may be applied toward the Minimum Graduate Coursework (50%) Requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**
15 credits

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- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

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Christina Remucal, Professor and Associate Chair for Graduate Programs
remucal@wisc.edu 141 WSEL Phone: (608) 262-1820

William Likos, Professor and CEE Department Chair
likos@wisc.edu 2205 Engineering Hall Phone: (608) 890-2662

If the student prefers to talk with someone outside of the CEE department, contact:
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Environmental Chemistry and Technology: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering); Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/graduate-academics/environmental-chemistry-technology/).

CIVIL AND ENVIRONMENTAL ENGINEERING: TRANSPORTATION ENGINEERING, M.S.

Admissions to the Civil and Environmental Engineering: Transportation Engineering, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

This is a named option within Civil and Environmental Engineering M.S. (p. 345) It is based on coursework only (no research-based thesis). This program will be replaced by Civil and Environmental Engineering: Professional M.S. (p. 359) in fall 2021.

The Transportation Engineering (https://www.engr.wisc.edu/department/civil-environmental-engineering/academics/accelerated-master-science-programs-civil-environmental-engineering/) named option in the M.S.–CEE at the University of Wisconsin–Madison teaches you to conduct research and disseminate knowledge for the safe and efficient movement of people and goods.

Because of energy constraints, population growth, capacity constraints, and environmental awareness, there is an industry need for engineers who understand traditional engineering principles and can also adapt and embrace innovative opportunities in the field.

The Transportation Engineering program focuses on technology-based learning and utilizes UW–Madison’s prominence in cutting-edge scholarly research. Learn how to drive the discovery, planning, design, development, operation, maintenance, and safety of intelligent transportation systems and play the important role in connected and autonomous transportation.
You also gain the tools to develop efficient and reliable multi-modal freight systems that lead to economic growth and provide the foundation for the success of most industries.

Because the rapid growth in digital communication and automotive design requires new thinking, our program takes advantage of emerging opportunities in remote controls and the use of interactive signals in vehicles, satellites, mobile phones, and stationary traffic operations devices. Plus, you learn within UW-Madison's full-scale driving simulator and our national CV/AV proving grounds.

The unique combination of classroom understanding with real-world application allows you to fully master developments in the transportation industry.

**ADMISSIONS**

Admissions to the Civil and Environmental Engineering: Transportation Engineering, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/applicants/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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Applicants must first meet all of the requirements of the Graduate School. Please visit this website (https://grad.wisc.edu) for details. Application deadline is December 15 for the fall term.

Applicants must also meet department specific requirements as outlined below:

- Submit a 1,000 word or fewer statement of purpose; include your technical areas of interest, coursework emphasis, research experience, professional goals, faculty members you are interested in working with, and any other items relevant to your qualifications for graduate school
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**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students in this program are not eligible for department funded opportunities in the form of teaching assistantship (TA), research assistantship (RA), or project assistantship (PA).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

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**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

| Minimum Credit Requirement | 30 credits |
| Minimum Residence Credit Requirement | 16 credits |

**Graduate Coursework Requirement**

At least 50% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.

**Overall Graduate GPA Requirement**

3.00 GPA required.

**Other Grade Requirements**

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

**Assessments and Examinations**

Contact the program for information on required assessments and examinations.

**Language Requirements**

Contact the program for information on any language requirements.

**REQUIRED COURSES**

This is a face-to-face accelerated program:

- Complete the program in one academic year (fall, spring, summer)
- Take 15 credits from the approved list of Transportation Engineering Specialization courses
- 6 credits from a second discipline within the approved list of Civil and Environmental Engineering (CEE) specialization courses, based on your career interests
- 3 credits from a third discipline within the approved list of CEE specialization courses, based on your career interests
- 5 credits of independent study
- 1 credit in a graduate student seminar

Typical curriculum in this program: 12 credits fall semester. 12 credits spring semester. 6 credits summer semester. *Courses are chosen with the assistance of a faculty advisor.*

**Course Options**

<table>
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<th>Code</th>
<th>Title</th>
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<td>CIV ENGR 571</td>
<td>Urban Transportation Planning</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 573</td>
<td>Geometric Design of Transport Facilities</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 574</td>
<td>Traffic Control</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 579</td>
<td>Seminar-Transportation Engineering</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR 679</td>
<td>Special Topics in Transportation and City Planning (Advanced Topics in Transportation Safety; Traffic Flow Theory; Advanced Modality; Technology Integration; CAV)</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/ PUB AFFR 694</td>
<td>Management of Civil Infrastructure Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 699</td>
<td>Independent Study</td>
<td>1-9</td>
</tr>
</tbody>
</table>

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GRIEVANCES AND APPEALS
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- The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.
- Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor to discuss the grievance. Currently, the CEE Grievance Advisors are:
  - Christina Remucal, Professor and Associate Chair for Graduate Programs
  - William Likos, Professor and CEE Department Chair

If the student prefers to talk with someone outside of the CEE department, contact:

Chris Brace, Assistant Dean
The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

- The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the UW Office of Compliance website and are included in the next section.
- If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.
- On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.
- The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.
- At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College.
• Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has established policies governing student conduct, academic dishonesty, and sexual and racial harassment. The Graduate School also has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Guidelines.

OTHER
Students in the accelerated MS (named options) are not eligible for department funded opportunities.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Civil and Environmental Engineering Faculty: Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

Geological Engineering Faculty: Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thurber (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

Environmental Chemistry and Technology: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering); Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/graduate-academics/environmental-chemistry-technology/).

CIVIL AND ENVIRONMENTAL ENGINEERING: WATER RESOURCES ENGINEERING, M.S.

Admissions to the Civil and Environmental Engineering: Water Resources Engineering, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

This is a named option within Civil and Environmental Engineering M.S. (p. 345) It is based on coursework only (no research-based thesis).

This program will be replaced by Civil and Environmental Engineering: Professional M.S. (p. 359) in fall 2021.

The Water Resources Engineering named option in the M.S.—CEE from the Department of Civil and Environmental Engineering (https://www.engr.wisc.edu/department/civil-environmental-engineering/academics/accelerated-master-science-programs-civil-environmental-engineering/) at the University of Wisconsin—Madison teaches you the scientific and engineering skills to evaluate, plan, and operate water resource and environmental systems.

Our program takes just one year to complete, and focuses on a systems-based approach to managing water resources for societal benefit.

You learn principles of water movement through the environment and understand how to best utilize it for municipal and industrial uses, agriculture, and natural ecosystems. You also solve practical problems in hydrology; fluid mechanics; environmental flows in rivers, lakes, and coastal environments; and water resource management.

Build the expertise to analyze and design systems that control all aspects of the distribution of water to meet the needs of humans and improve natural resource management. You also analyze and solve scientific and engineering questions through field methods, laboratory experiments, remote-sensing techniques, numerical and statistical modeling, and analytic approaches.

With an M.S.—CEE named option in Water Resources Engineering at UW–Madison, you develop strong quantitative skills in modeling, systems thinking, and sustainability science. Graduate ready to succeed in consulting firms, federal and state laboratories and agencies, and municipal and county governments, and place yourself at the forefront of rapidly developing and world-changing innovations.

ADMISSIONS

Admissions to the Civil and Environmental Engineering: Water Resources Engineering, M.S. have been suspended as of summer 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).
Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

### Requirements

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Applicants must first meet all of the requirements of the Graduate School. Please visit this website (https://grad.wisc.edu) for details. The application deadline is December 15 for the fall term.

Applicants must also meet department specific requirements as outlined below:

- Have a bachelor's degree in civil and environmental engineering from an ABET-accredited engineering program or from a recognized international institution
- Submit a 1,000 word or fewer statement of purpose; include your technical areas of interest, coursework emphasis, research experience, professional goals, faculty members you are interested in working with, and any other items relevant to your qualifications for graduate school
- Submit three letters of recommendation
- Non-native English speakers must have a Test of English as a Foreign Language (TOEFL) with a score of 580 (written) or 92 (Internet version)

Please do not mail paper copies of application materials. Upload the required application materials to the electronic Graduate School application, including a PDF copy of the most current transcripts. Applicants who are recommended for admission by the CEE Admissions Committee, will receive an e-mail with further instructions from the CEE Graduate Admissions Office, requesting official transcripts or other required application material.

Applicants should monitor the application status by visiting the “Graduate Application Status” window within your MyUW portal (information on this is received after submitting an application). You may need to activate a NetID to gain access to the MyUW portal.

Graduate Application Status will remain “pending” until recommendations are determined. All applicants will receive an e-mail from the CEE Graduate Admissions Team with more details once the admission committees have made decisions.

### FUNDING

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students in this program are not eligible for department funded opportunities in the form of teaching assistantship (TA), research assistantship (RA), or project assistantship (PA).

### REQUIREMENTS

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Residence</td>
<td>16 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td>16 credits</td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement: At least 50% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations: Contact the program for information on required assessments and examinations.

Language Requirements: Contact the program for information on any language requirements.

REQUIRED COURSES

This is a face-to-face, accelerated program:

- 30 credit degree program
- Complete the program in one academic year (fall, spring, summer)
- Courses begin in fall semester only
- Take 18 credits from the approved list of specialized courses; up to 6 credits of advanced independent study; 1-2 credits in a graduate student seminar; and up to 6 credits from a second discipline based on your career interests and faculty advisement

Typical curriculum in this program: 12 credits fall semester. 12 credits spring semester. 6 credits summer semester.

Course Options

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIV ENGR 410</td>
<td>Hydraulic Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 411</td>
<td>Open Channel Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 412</td>
<td>Groundwater Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 414</td>
<td>Hydrologic Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 415</td>
<td>Hydrology</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 416</td>
<td>Water Resources Systems Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 421</td>
<td>Environmental Sustainability Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 423</td>
<td>Air Pollution Effects, Measurement and Control</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 426</td>
<td>Design of Wastewater Treatment Plants</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 427</td>
<td>Solid and Hazardous Wastes Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 428</td>
<td>Water Treatment Plant Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 429</td>
<td>Environmental Systems Optimization</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 500</td>
<td>Water Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 501</td>
<td>Water Analysis-Intermediate</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 514</td>
<td>Coastal Engineering</td>
<td>2-3</td>
</tr>
<tr>
<td>CIV ENGR 515</td>
<td>Hydroclimatology for Water Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 522</td>
<td>Hazardous Waste Management</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 618</td>
<td>Special Topics in Hydraulics and Fluid Mechanics</td>
<td>1-3</td>
</tr>
<tr>
<td>CIV ENGR 619</td>
<td>Special Topics in Hydrology</td>
<td>1-3</td>
</tr>
<tr>
<td>CIV ENGR/ SOIL SCI 623</td>
<td>Microbiology of Waterborne Pathogens and Indicator Organisms</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/ M&amp;ENVTOX/ SOIL SCI 631</td>
<td>Toxicants in the Environment: Sources, Distribution, Fate, &amp; Effects</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 700</td>
<td>Chemistry of Natural Waters</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/ ATM OCN 701</td>
<td>The Chemistry of Air Pollution</td>
<td>2</td>
</tr>
<tr>
<td>CIV ENGR 703</td>
<td>Environmental Geochemistry</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 704</td>
<td>Environmental Chemical Kinetics</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 716</td>
<td>Statistical Modelling of Hydrologic Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 721</td>
<td>Biological Principles of Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 722</td>
<td>Chemical Principles of Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 723</td>
<td>Energy Principles of Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 729</td>
<td>Environmental Sustainability Tools</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR/G L E 732</td>
<td>Unsaturated Soil Geoengineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 821</td>
<td>Environmental Engineering: Biological Treatment Processes</td>
<td>3-4</td>
</tr>
<tr>
<td>CIV ENGR 822</td>
<td>Environmental Engineering: Physical/Chemical Treatment Process</td>
<td>3-4</td>
</tr>
<tr>
<td>G L E/GEOSCI 594</td>
<td>Introduction to Applied Geophysics</td>
<td>3</td>
</tr>
<tr>
<td>G L E/GEOSCI 627</td>
<td>Hydrogeology</td>
<td>3-4</td>
</tr>
<tr>
<td>G L E/GEOSCI 629</td>
<td>Contaminant Hydrogeology</td>
<td>3</td>
</tr>
<tr>
<td>G L E/GEOSCI 724</td>
<td>Groundwater Flow Modeling</td>
<td>3</td>
</tr>
<tr>
<td>MICROBIO/ SOIL SCI 425</td>
<td>Environmental Microbiology</td>
<td>3</td>
</tr>
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  - Christina Remucal, Professor and Associate Chair for Graduate Programs remucal@wisc.edu 141 WSEL Phone: (608) 262-1820
  - William Likos, Professor and CEE Department Chair likos@wisc.edu 2205 Engineering Hall Phone: (608) 890-2662

If the student prefers to talk with someone outside of the CEE department, contact:

**Chris Brace**, Assistant Dean

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

- The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the UW Office of Compliance website and are included in the next section.
The Graduate School has established policies governing student conduct, academic dishonesty, and sexual and racial harassment. The Graduate School also has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Guidelines.

**OTHER**

Students in the accelerated MS (named options) are not eligible for department funded opportunities.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PEOPLE**

**Civil and Environmental Engineering Faculty:** Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabakhar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

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**Environmental Chemistry and Technology:** Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering), Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/graduate-academics/environmental-chemistry-technology/).

**CIVIL AND ENVIRONMENTAL ENGINEERING, PH.D.**

The mission of the civil and environmental engineering program is to develop leaders in education, industry, and government who can use their acquired skills to improve society. The academic program provides a comprehensive framework of courses in the broad area of civil and environmental engineering with opportunities to develop specialized expertise. It also emphasizes the development of integrated teamwork abilities, communication, leadership, entrepreneurship, and creative research skills. Graduate study in the department offers an opportunity to undertake advanced study and research in various areas of specialization. Areas include:

- **Construction engineering and management:** construction labor productivity management, integrated lean project delivery systems, risk management, advanced computer applications to construction, and change management
- **Environmental engineering:** water supply, water quality, water treatment, wastewater treatment, solid and hazardous waste management, air pollution, biotechnology, and alternative energy
- **Geo and pavement engineering:** geotechnical and geological engineering, pavement materials and design, asphalt binders and mixtures, geosynthetics, in-situ testing and engineering geophysics, recycled materials in sustainable construction
- **Structural engineering:** behavior, analysis and design of reinforced/ prestressed concrete, steel, and wood structures; design for earthquake and wind loading; seismic rehabilitation
- **Transportation engineering:** highway and traffic engineering, intelligent transportation systems, connected and automated vehicles, transportation planning, freight, and infrastructure management, transportation safety, user comprehension and behavior, advanced driving- and micro-simulation, big data
- **Water resources/environmental fluid mechanics:** analysis, measurement, modeling of currents, flows, and waves in natural and constructed systems; surface and groundwater hydrology; hydraulic engineering; coastal engineering; sedimentation and transport processes; infrastructure impacts of extreme weather events, hydroecology and stream restoration

Students may also pursue studies in the broad fields of environmental engineering/science and systems analysis. Areas of specialization are organized into a constructed facilities division (including transportation...
engineering, structural engineering, construction engineering and management, pavement engineering, materials for constructed facilities, and geotechnical engineering) and an environmental engineering division (including geoenvironmental engineering, environmental fluid mechanics and water resources engineering, environmental science and technology, and environmental and water chemistry).

Degrees require a coordinated core program of courses, selected from CEE and other department/program offerings. Graduate degree programs closely associated with the department include engineering mechanics, human factors, environmental chemistry and technology, water resources management, geological engineering, land resources, and limnology and marine science.

In support of the instructional and research programs are laboratory facilities for structural engineering; highway materials; transportation systems; driving simulation and human factors; soil mechanics, geotechnical and geoenvironmental engineering; coastal and hydraulic engineering; environmental fluid mechanics; environmental engineering processes and engineering chemistry. Water resources engineering, environmental engineering, and water chemistry have additional research facilities in the Water Science and Engineering Laboratory on the shore of Lake Mendota. The Environmental Engineering Field Laboratory is located at the Nine-Springs Madison Metropolitan Wastewater Treatment Plant.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (http://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Records Examinations)</td>
<td>Required*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* GRE scores will not be required for Spring, Summer, or Fall 2022 admission due to challenges taking the exam during the COVID-19 pandemic.

All applicants must meet the Graduate School’s admission requirements (http://grad.wisc.edu/admissions/requirements/) to be considered for admission. The application deadline is December 15 for the fall term and October 1 for the spring term. Late applications may not be reviewed for funding opportunities.

In addition, applicants must also meet the department’s more stringent admission requirements listed below to be considered for admission:

- **Grades:** A minimum undergraduate grade point average (GPA) of 3.00 (on a 4.00 scale) on the equivalent of the last 60 semester hours (approximately two years of work) is required for domestic applicants. A strong academic performance comparable to an average of B or above grades for all undergraduate course work is required for international applicants.
- **Degree:** A bachelor’s degree from an ABET-accredited engineering program or from a recognized international institution is required.

A complete graduate application is required before an application will be reviewed by the faculty. A complete graduate application contains the following:

- **Graduate School Application Form and application fee:** Applicants must submit an online application to the UW–Madison Graduate School. See Graduate School Admissions (https://grad.wisc.edu/admissions/) to apply.
- **Statement of purpose:** A statement of purpose for graduate study must be submitted through an applicant’s online UW–Madison Graduate School application. Please limit this important document to 1,000 words.
- **Letters of recommendation:** Three letters of recommendation must be submitted through an applicant’s online UW–Madison Graduate School application.
- **Transcripts:** Upload the most recent copies of your transcripts to the electronic application, from each institution attended. Study abroad transcripts are not required if coursework is reflected on the degree granting university’s transcript. If the application is recommended for admission then we will follow-up with instructions for official transcript submission.
- **Graduate Record Examination (GRE) Scores:** Graduate Record Examination (GRE) General Test scores are required for most applicants.
- **English proficiency scores:** Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See Graduate School Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.
  - GRE and TOEFL scores may be sent to institution code 1846 from ETS

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
PROGRAM RESOURCES

Financial support is available through fellowships, project/program assistantships (PA), research assistantships (RA), and teaching assistantships (TA). Faculty will contact successful applicants directly regarding funding opportunities. Admission is not a guarantee of funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement

Minimum Residence Credit Requirement

Minimum Graduate Coursework Requirement

Overall Graduate GPA Requirement

2021-2022-fall-grad 383

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Doctoral students are required to complete a qualifying exam to demonstrate a sufficient depth and breadth of knowledge in their major to pursue original research, usually after the first year of study. Students must consult with their advisor and/or the exam coordinator in the major area of study for the schedule and specific procedures.

Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). In order to qualify for the preliminary examination, students must have completed 32 credits in residence and their Ph.D minor.

Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements

Contact the program for information on any language requirements.

Doctoral Minor/Breadth Requirements

Doctoral students must complete a doctoral minor. Students will discuss minor options with the faculty advisor. Course must be approved before, or by the time, requirements the student has completed 6 of the total credits for the minor.

REQUIRED COURSES

Basic requirements for a Ph.D. degree in Civil and Environmental Engineering include: (1) Ph.D. major coursework; (2) qualifying examination; (3) Ph.D. minor coursework; (4) preliminary examination; (5) dissertation research; and (6) final oral examination. Advanced coursework in a major area of civil and environmental engineering is required. The academic program for each doctoral student is planned on an individual basis with their advisor. 32 credits and minor coursework must be completed prior to achieving dissertation status (for students who have earned an M.S. degree, credits accumulated for the M.S. can be applied toward this requirement). All graduate students must register for a 1-credit seminar course per academic year; students will discuss seminar options with faculty advisors.

Seminar course options; must discuss seminar options with faculty advisor.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIV ENGR 579</td>
<td>Seminar-Transportation Engineering</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/ENVIR ST/URB R PL 717</td>
<td>Water Resources Management Practicum Planning Seminar I</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/ENVIR ST/URB R PL 718</td>
<td>Water Resources Management Practicum Planning Seminar II</td>
<td>2</td>
</tr>
<tr>
<td>CIV ENGR 909</td>
<td>Graduate Seminar - Environmental Chemistry &amp; Technology</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/ATM OCN/BOTANY/ENVIR ST/GEOSCI/ZOOLOGY 911</td>
<td>Limnology and Marine Science Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>
GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count credits of graduate coursework from other institutions. Approved credits will be allowed to count toward the minimum graduate degree credit requirement and the minimum graduate coursework requirement, but will not count toward the minimum graduate residence credit requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, no more than 7 credits of coursework numbered 300 or higher from a UW–Madison undergraduate degree are allowed to count only toward the minimum graduate degree credit requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison special student toward the Minimum Graduate Residence Credit Requirement, and the Minimum Graduate Degree Credit Requirement; those courses numbered 700 or above may be applied toward the Minimum Graduate Coursework (50%) Requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplish advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within 5 years after passing the preliminary examination may require to take another preliminary examination and be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

CEE Grievance Procedures

Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course
grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.

• The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.

• Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor to discuss the grievance. Currently, the CEE Grievance Advisors are:

  Christina Remucal, Professor and Associate Chair for Graduate Programs remucal@wisc.edu 141 WSEL Phone: (608) 262-1820

  William Likos, Professor and CEE Department Chair likos@wisc.edu 2205 Engineering Hall Phone: (608) 890-2662

If the student prefers to talk with someone outside of the CEE department, contact:

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• If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.

• On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.

• The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

• At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College.

• Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has established policies governing student conduct, academic dishonesty, and sexual and racial harassment. The Graduate School also has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Guidelines.

OTHER

Faculty will contact successful applicants directly regarding funding opportunities. Admission is not a guarantee of funding.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate an extraordinary, deep understanding of mathematical, scientific, and engineering principles in the field.

2. Demonstrate an ability to formulate, analyze, and independently solve advanced engineering problems.

3. Apply the relevant scientific and technological advancements, techniques, and engineering tools to address these problems.

4. Recognize and apply principles of ethical and professional conduct.

5. Demonstrate an ability to synthesize knowledge from a subset of the biological, physical, and/or social sciences to help frame problems critical to the future of their discipline.

6. Demonstrate an ability to conduct original research and communicate it to their peers.

PEOPLE

Civil and Environmental Engineering Faculty: Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhui, M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

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Environmental Chemistry and Technology: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering); Assistant Professors Anantharaman...
GEOLOGICAL ENGINEERING, DOCTORAL MINOR

Students from departments outside of the Geological Engineering Program in the Department of Civil and Environmental Engineering can receive a Ph.D. minor in Geological Engineering. The requirements for an external minor in Geological Engineering are listed below. The minor must be approved by Geological Engineering faculty in the Department of Civil and Environmental Engineering. The minor approval form is available at the Civil and Environmental Engineering office. Completed forms can be returned to the Civil and Environmental Engineering office for review and approval.

REQUIREMENTS

1. A minimum of 9 formal course credits (not independent study or research credits) taken in the Geological Engineering curriculum.
2. Courses must be numbered 300 or above in Geological Engineering.
3. One of the courses must be numbered 600 or above in Geological Engineering.
4. Only one of the courses may be cross listed in the student’s major department and cannot be used to satisfy the student’s major requirements.
5. No examinations are required other than those given in each course.

PEOPLE

Civil and Environmental Engineering Faculty: Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Nogueria, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

Geological Engineering Faculty: Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thurber (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www engr wisc edu/ geological engineering people/).

Environmental Chemistry and Technology: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering), Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www engr wisc edu/academics/ graduate academics environmental chemistry technology/).

GEOLOGICAL ENGINEERING, M.S.

The graduate program offers training leading to the master of science and the doctor of philosophy degrees in geological engineering. Geological engineering is a rapidly growing field of study that integrates the two disciplines of geology and engineering. Geological engineers help find the best ways to use the earth’s resources for solving technical problems while protecting the environment. The need for graduate education in geological engineering has been brought about by modern developments and activities in science and industry that have an impact on earth materials including soil, rock, water, and air. The area of study combines research and application methodologies of geology and of several engineering disciplines to address engineering problems in which the geologic nature of a site or geologic processes constitute major design objectives or constraints.

Emphasis in the program is on development of the student’s ability to originate and perform analytical, numerical, and/or laboratory analysis techniques to address new and challenging earth-related problems associated with modern land-use practices, earthen construction, energy and mineral extraction, and environmental pollution control and remediation. The program is expected to be of interest to students in engineering (particularly mining, civil, environmental, and mechanical) and physical sciences (particularly geology, geophysics, and geography). Students select their research topics from such areas as geotechnical and geo-environmental engineering, applied geophysics, hydrology and hydrogeology, numerical modeling of rock masses, remote sensing, rock mechanics, and soil and rock engineering.

Modern facilities include soil and rock mechanics laboratories; drilling equipment and instrumentation for rock and soil mechanics field testing; and soils, geosynthetics, and geo-environmental laboratories. Research assistantships, teaching assistantships, and fellowships are available to qualified applicants either upon admission or one to two semesters after entering the program.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).
admission requirements listed below to be considered for admission:

In addition, applicants must also meet the department’s more stringent application deadline for spring term is October 1st. The application deadline for fall term is December 15th; the application deadline for fall term is December 15th. All applicants must meet the Graduate School’s admission requirements (http://grad.wisc.edu/admissions/requirements/) to be considered for admission. The application deadline for fall term is December 15th; the application deadline for spring term is October 1st.

In addition, applicants must also meet the department’s more stringent admission requirements listed below to be considered for admission:

- **Grades**: A minimum undergraduate grade point average (GPA) of 3.00 (on a 4.00 scale) on the equivalent of the last 60 semester hours (approximately two years of work) is required for domestic applicants. A strong academic performance comparable to an average of B or above grades for all undergraduate course work is required for international applicants.
- **Degree**: A bachelor’s degree from an ABET-accredited engineering program or from a recognized international institution is preferred or bachelor’s degree in physical sciences. Admission to the program requires approval of the admissions committee.
- **A complete graduate application is required before an application will be reviewed by the faculty. A complete graduate application contains the following:**
  - **Graduate School Application Form and application fee**: Applicants must submit an online application to the UW–Madison Graduate School. See Graduate School Admissions (http://grad.wisc.edu/admissions/requirements/) to apply.
  - **Statement of purpose**: A statement of purpose for graduate study must be submitted through an applicant’s online UW–Madison Graduate School application. Please limit this important document to 1,000 words.
  - **Letters of recommendation**: Three letters of recommendation must be submitted through an applicant’s online UW–Madison Graduate School application.
  - **Transcripts**: Upload the most recent copies of your transcripts to the electronic application, from each institution attended. Study abroad transcripts are not required if coursework is reflected on the degree granting university’s transcript. If the application is recommended for admission then we will follow-up with instructions for official transcript submission.
  - **Graduate Record Examination (GRE) Scores**: Graduate Record Examination (GRE) General Test scores are required for all applicants.
  - **English proficiency scores**: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See Graduate School Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.
    - **GRE and TOEFL scores may be sent to institution code 1846 from ETS**

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### MAJOR REQUIREMENTS

##### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Yes</em></td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

All graduate students must register for G LE 900 Seminar once per academic year. M.S. degree candidates may choose from two options for their program of study.

Thesis Option

This option requires at least 16 credits of graduate-level coursework (300-level and higher) and at least 6 credits of G LE 790 Master’s Research or Thesis.

Independent Study Option

This option requires at least 21 credits of graduate-level coursework (300-level and higher) and 3 credits of G LE 999 Independent Work. A written report must be prepared based on the independent study project.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

Up to 7 credits numbered 300 or above can be counted toward the minimum graduate degree credit requirement; if those 7 credits are from courses numbered 700 or above, they may be counted toward the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement; if those credits are from courses numbered 700 or above, they may be counted toward the minimum graduate coursework (50%) requirement. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.
A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances.

**OTHER**

n/a

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**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Demonstrate a strong understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and solve advanced engineering problems.
3. Demonstrate creative, independent problem solving skills.
4. Apply the latest scientific and technological advancements, advanced techniques, and modern engineering tools to these problems.
5. Recognize and apply principles of ethical and professional conduct.

**PEOPLE**

**Civil and Environmental Engineering Faculty:** Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguer, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pinheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

**Geological Engineering Faculty:** Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thurber (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

**Environmental Chemistry and Technology:** Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering), Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/graduate-academics/environmental-chemistry-technology/).
GEOLOGICAL ENGINEERING, PH.D.

The graduate program offers training leading to the master of science and the doctor of philosophy degrees in geological engineering. Geological engineering is a rapidly growing field of study that integrates the two disciplines of geology and engineering. Geological engineers help find the best ways to use the earth’s resources for solving technical problems while protecting the environment. The need for graduate education in geological engineering has been brought about by modern developments and activities in science and industry that have an impact on earth materials including soil, rock, water, and air. The area of study combines research and application methodologies of geology and of several engineering disciplines to address engineering problems in which the geologic nature of a site or geologic processes constitute major design objectives or constraints.

Emphasis in the program is on development of the student’s ability to originate and perform analytical, numerical, and/or laboratory analysis techniques to address new and challenging earth-related problems associated with modern land-use practices, earthen construction, energy and mineral extraction, and environmental pollution control and remediation. The program is expected to be of interest to students in engineering (particularly mining, civil, environmental, and mechanical) and physical sciences (particularly geology, geophysics, and geography). Students select their research topics from such areas as geotechnical and geo-environmental engineering, applied geophysics, hydrology and hydrogeology, numerical modeling of rock masses, remote sensing, rock mechanics, and soil and rock engineering.

Modern facilities include soil and rock mechanics laboratories; drilling equipment and instrumentation for rock and soil mechanics field testing; and soils, geosynthetics, and geo-environmental laboratories. Research assistantships, teaching assistantships, and fellowships are available to qualified applicants either upon admission or one to two semesters after entering the program.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
</tbody>
</table>

English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required 3

* GRE scores will not be required for Spring, Summer, or Fall 2022 admission due to challenges taking the exam during the COVID-19 pandemic.

All applicants must meet the Graduate School’s admission requirements (http://grad.wisc.edu/admissions/requirements/) to be considered for admission. The application deadline for fall term is December 15; the application deadline for spring term is October 1st.

In addition, applicants must also meet the department’s more stringent admission requirements listed below to be considered for admission:

• Grades: A minimum undergraduate grade point average (GPA) of 3.00 (on a 4.00 scale) on the equivalent of the last 60 semester hours (approximately two years of work) is required for domestic applicants. A strong academic performance comparable to an average of B or above grades for all undergraduate course work is required for international applicants.

• Degree: A bachelor’s degree from an ABET-accredited engineering program or from a recognized international institution is preferred or bachelor’s degree in physical sciences. Admission to the program requires approval of the admissions committee.

• A complete graduate application is required before an application will be reviewed by the faculty. A complete graduate application contains the following:

  • Graduate School Application Form and application fee: Applicants must submit an online application to the UW–Madison Graduate School. See Graduate School Admissions (http://grad.wisc.edu/admissions/requirements/) to apply.

  • Statement of purpose: A statement of purpose for graduate study must be submitted through an applicant’s online UW–Madison Graduate School application. Please limit this important document to 1,000 words.

• Letters of recommendation: Three letters of recommendation must be submitted through an applicant’s online UW–Madison Graduate School application.

• Transcripts: Upload the most recent copies of your transcripts to the electronic application, from each institution attended. Study abroad transcripts are not required if coursework is reflected on the degree granting university’s transcript. If the application is recommended for admission then we will follow-up with instructions for official transcript submission.

• Graduate Record Examination (GRE) Scores: Graduate Record Examination (GRE) General Test scores are required for most applicants.

• English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See Graduate
School Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

- GRE and TOEFL scores may sent to institution code 1846 from ETS.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial support is available through fellowships, project/program assistantships (PA), research assistantships (RA), and teaching assistantships (TA). Faculty will contact successful applicants directly regarding funding opportunities. Admission is not a guarantee of funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
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Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
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- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum 51 credits

Credit Requirement

Minimum Residence Credit Requirement

- **Minimum Graduate Coursework Requirement**
  - Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement

- **3.00 GPA required.**

Other Grade Requirements

- The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

- Doctoral students are required to complete a qualifying exam to demonstrate a sufficient depth and breadth of knowledge in their major to pursue original research, usually after the first year of study. Students must consult with their advisor and/or the exam coordinator in the major area of study for the schedule and specific procedures.

- Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). In order to qualify for the preliminary examination, students must have completed 32 credits in residence and their Ph.D minor.

- Deposit of the doctoral dissertation in the Graduate School is required.

REQUIRED COURSES

The academic program for each doctoral student is planned on an individual basis with their advisor.

Basic requirements for a Ph.D. degree in geological engineering include:

1. Ph.D. major coursework;
2. qualifying examination;
3. Ph.D. minor coursework;
4. preliminary examination;
5. dissertation research; and
6. final oral examination (dissertation defense).

The Graduate School minimum Ph.D. credit requirement is 51 credits. 32 credits and the doctoral minor requirement must be completed prior to achieving dissertation status (for students who have earned an M.S. degree, credits accumulated for the M.S. can be applied toward this requirement). Students must register for G L E 900 Seminar once per academic year.
POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students are allowed to count graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
Up to 7 credits numbered 300 or above can be counted toward the minimum graduate degree credit requirement; if those 7 credits are from courses numbered 700 or above, they may be counted toward the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement; if those credits are from courses numbered 700 or above, they may be counted toward the minimum graduate coursework (50%) requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances.

OTHER
n/a
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate an ability to synthesize knowledge from a subset of the biological, physical, and social sciences to help frame problems critical to the future of their discipline.
2. Conduct original research.
3. Demonstrate an ability to create new knowledge and communicate it to their peers.
4. Fosters ethical and professional conduct.

PEOPLE

Civil and Environmental Engineering Faculty: Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pinchera, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

Geological Engineering Faculty: Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Thruber (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

Environmental Chemistry and Technology: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering); Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/graduate-academics/environmental-chemistry-technology/).

CIVIL SOCIETY & COMMUNITY STUDIES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Community-Engaged Scholarship, Doctoral Minor (p. 393)
- Community-Engaged Scholarship, Graduate/Professional Certificate (p. 394)

COMMUNITY-ENGAGED SCHOLARSHIP, DOCTORAL MINOR

The purpose of this doctoral minor is to train graduate students in the practice of community-engaged scholarship (CES), which is defined as teaching or research that is done in collaboration with community organizations or community partners in equitable, mutually beneficial, respectful relationships.

CES can include:

- community-based (service) learning, in which students work with community organizations or members (typically through direct service, advocacy or policy efforts, or other project-based work) to enhance their academic learning, professional development, and personal development while providing tangible benefits to the community organization and its constituents.
- community-based research, a spectrum of research including community-based participatory research and participatory action research. In this type of research, researchers work with community members to address research questions or issues identified by the community itself. These collaborations typically yield both academic research and useful outcomes or products for community members, who often act as co-researchers. Additionally, the relationships between community partners and researchers are mutually beneficial, equitable, and respectful.
- other community engagement and outreach efforts, including scholarship on CES.

Graduate students in this doctoral minor may focus on one, several, or all facets of CES, depending on their interests. Through this minor, students will feel confident to teach community-based learning courses, conduct community-based research, and/or lead community engagement initiatives.

ADMISSIONS

Students interested in pursuing an Option A (External) Doctoral Minor in Community-Engaged Scholarship should contact the Faculty Director to obtain a Minor Agreement Form. This form must be obtained prior to completing all of the coursework required for the minor.

Doctoral students in the Human Ecology PhD: Civil Society and Community Research program are not eligible to receive this doctoral minor.
## COMMUNITY-ENGAGED SCHOLARSHIP, GRADUATE/PROFESSIONAL CERTIFICATE

The purpose of this certificate program is to train graduate students in the practice of community-engaged scholarship (CES), which is defined as teaching or research that is done in collaboration with community organizations or community partners in equitable, mutually beneficial, respectful relationships.

CES can include:

- community-based (service) learning, in which students work with community organizations or members (typically through direct service, advocacy or policy efforts, or other project-based work) to enhance their academic learning, professional development, and personal development while providing tangible benefits to the community organization and its constituents.
- community-based research, a spectrum of research including community-based participatory research and participatory action research. In this type of research, researchers work with community members to address research questions or issues identified by the community itself. These collaborations typically yield both academic research and useful outcomes or products for community members, who often act as co-researchers. Additionally, the relationships between community partners and researchers are mutually beneficial, equitable, and respectful.
- other community engagement and outreach efforts, including scholarship on CES.

Graduate students in this certificate may focus on one, several, or all facets of CES, depending on their interests. Through this certificate, students will feel confident to teach community-based learning courses, conduct community-based research, and/or lead community engagement initiatives.

### ADMISSIONS

Students must be current UW–Madison graduate students in good standing with the graduate school. For assistance in declaring the certificate through the eDeclaration process, contact the SoHE Graduate Program Coordinator.

### REQUIREMENTS

#### Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN PSY 601</td>
<td>Best Practices in Community-Engaged Scholarship</td>
<td>2</td>
</tr>
<tr>
<td>CSCS 811</td>
<td>Community-Based Research: Theory and Practice</td>
<td>3</td>
</tr>
<tr>
<td>or CSCS 570</td>
<td>Community Based Research and Evaluation</td>
<td></td>
</tr>
<tr>
<td>CSCS 999</td>
<td>Independent Study</td>
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</table>

#### Elective Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>CSCS 813</td>
<td>Transformative Evaluation in Practice</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR/ POLI SCI 871</td>
<td>Public Program Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>C&amp;E SOC/SOC 573</td>
<td>Community Organization and Change</td>
<td>3</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC/ URB R PL 645</td>
<td>Modern American Communities</td>
<td>3</td>
</tr>
<tr>
<td>ELPA/INTER-HE 770</td>
<td>Community, Opportunity, and Justice</td>
<td>3</td>
</tr>
<tr>
<td>PUBLHLTH 780</td>
<td>Evidence-Based Decision-Making</td>
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</tr>
</tbody>
</table>

### LEARNING OUTCOMES

1. Apply theory and effective practices in the conduct of community-based research and evaluation.
2. Utilize theories of translational and transformative learning and community change in performing engaged scholarship.
3. Develop mutually beneficial and equitable partnerships with community organizations and members.
5. Demonstrate application of community-engaged scholarship through a presentation, report or other artifact involving a public/community audience.
6. Cultivate a leadership style and communication skills that engage community partners in scholarship.

### PEOPLE

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Department/Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cynthia Jasper</td>
<td>Department Chair</td>
<td>Civil Society and Community Studies</td>
</tr>
<tr>
<td>Elizabeth Tryon</td>
<td>Assistant Director of Community-Engaged Scholarship</td>
<td>Morgridge Center for Public Service</td>
</tr>
<tr>
<td>Lori Bakken</td>
<td>Professor</td>
<td>Civil Society and Community Studies</td>
</tr>
<tr>
<td>Anna Courtier</td>
<td>Director of Service Learning</td>
<td>WISCIENCE</td>
</tr>
<tr>
<td>Barbara Duerst</td>
<td>MPH Deputy Director</td>
<td>Population Health Sciences</td>
</tr>
<tr>
<td>Randy Stoecker</td>
<td>Professor</td>
<td>Community and Environmental Sociology</td>
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<tr>
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<td>Professor</td>
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</tr>
<tr>
<td>Peter Miller</td>
<td>Professor</td>
<td>Educational Leadership and Policy Analysis</td>
</tr>
<tr>
<td>Haley Madden</td>
<td>Community-Engaged Scholarship Specialist</td>
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**CLASSICAL AND ANCIENT NEAR EASTERN STUDIES**

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES**

- Classical and Ancient Near Eastern Studies, M.A. (p. 395)
- Classical and Ancient Near Eastern Studies, Ph.D. (p. 404)
- Classics, Doctoral Minor (p. 419)
- Greek, Doctoral Minor (p. 419)
- Hebrew Bible, Doctoral Minor (p. 420)
- Latin, Doctoral Minor (p. 420)

**PEOPLE**

Please visit the Classical and Ancient Near Eastern Studies website (https://canes.wisc.edu/people/faculty-and-staff/) for a complete list of faculty, instructional, and academic staff.

**CLASSICAL AND ANCIENT NEAR EASTERN STUDIES, M.A.**

Soon after the founding of the University of Wisconsin in 1848, the department was created as one of the first academic units at the university. The Department of Classical and Ancient Near Eastern Studies (CANES) has enjoyed a long tradition of excellence in philological scholarship, literary criticism, archaeology, and ancient history. At the graduate level, the department offers the master of arts and doctor of philosophy in classical and ancient near eastern studies. Students may follow one of two courses of study, classical languages and literatures, or Hebrew bible.

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In addition to specified coursework, students participate in directed readings with individual faculty members in their areas of specialization and gain valuable professional experience teaching in courses on the languages, literature, and culture of the ancient world. Additional work may be done in allied fields such as archaeology, art history, linguistics, comparative literature, history, philosophy, and political science. Affiliated faculty in many of these fields regularly offer courses, supervise theses and dissertations, and participate in department activities.

A wide range of professional networks provides graduate students with enhanced opportunities for education and career development. In addition to faculty connections to scholars and institutions in their fields of study, the department has formal affiliations with the Society for Classical Studies, the Classical Association of the Middle West and South, the American School of Classical Studies in Athens, the Society of Biblical Literature, and the American Schools of Oriental Research.
The Pillinger Library and Mansoor Reading Room, both located within the department, provide convenient access to a large number of texts, while the larger Greek and Latin Reading Room in the Memorial Library contains an extensive, noncirculating research collection of texts and commentaries. The Memorial Library maintains an excellent research collection of books and periodicals in classics and Hebrew bible, with many of its resources available online.

**ADMISSIONS**

Students apply to the Master of Arts in Classical and Ancient Near Eastern Studies through the named option in Classics (p. 399).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The Department of Classical and Ancient Near Eastern Studies works to support all graduate students in good standing who continue to make satisfactory progress toward their degree. The department makes every attempt to distribute its resources as fairly as possible outside of guaranteed support offers. Thus, it is the department's intention to give the maximum number of graduate students in the Classics and Hebrew Bible programs an opportunity to hold teaching assistantships (TA) consistent with the department's needs and criteria. It should be remembered that teaching funds are variable, depending on budget and class enrollments. All students are encouraged to pursue opportunities for support outside the department at all stages of their study. Details can be found below.

**TEACHING ASSISTANTSHIPS**

**Criteria:** Teaching assistant appointments will be offered to eligible graduate students on the basis of the following criteria: contractual obligations made to the student, satisfactory progress toward degree, satisfactory student evaluations and faculty teaching observations, departmental judgment of the student's qualification to teach, scheduled courses, and availability of budgeted positions.

**Eligibility:** To be eligible to become a teaching assistant, graduate students should ordinarily meet the following requirements: students should be enrolled in the Classics or Hebrew Bible graduate program (exceptions will be made due to lack of qualified or available students), students should be making satisfactory progress toward an advanced degree, and students should not have exceeded the limited allotment of teaching within the department (five years after the B.A. or three years after the M.A.).

Students who are non-native speakers of English must complete the SPEAK test for assessing English proficiency. The SPEAK test is the institutional version of the Test of Spoken English (TSE), which is administered by the Educational Testing Service. The SPEAK test measures oral proficiency and is frequently used to evaluate the spoken English of international TAs. The test is available only to students holding or under consideration for a teaching assistantship. For information and scheduled tests, please consult the English as a Second Language website (http://www.english.wisc.edu/esl/). Students must achieve a score of 45 or higher before being placed in the classroom.

**Class Assignments:** Class assignments are made by the department chair in consultation with department faculty with consideration of the following items in order of importance: previous positive assessment of teaching ability, fair rotation of teaching among qualified graduate students, background and experience of the TA in course materials, the need for graduate students to have a variety of teaching experiences, the preference of the TA, and the preference of the instructor.

**Training Program:** All TAs are required to attend the department's annual Graduate Student Orientation and Teaching Assistant Workshop. Subjects discussed in the department's annual workshop include preparation, organization, sensitivity to ethnic and gender issues, and pedagogical methods. Experienced TAs are encouraged to share successful teaching methods and ideas with the group in an open discussion. Information is also provided on such university resources as the Writing Center.

New TAs are also required to attend the L&S Teaching Assistant Workshop and the Graduate Assistants Equity Workshop within the first two semesters of teaching appointments. In addition, for TAs with a first-time Comm B appointment, the Writing Across Campus Comm B Training workshop will also be required. TAs are also encouraged to take advantage of the writing workshops offered by the Writing Center at the start of the academic year and throughout each semester.

For each course, the TA must meet with the professor to outline the goals and objectives of the course, the exam and grading procedures, the syllabus and assigned readings, and specific pedagogical methods appropriate for the course. The syllabus of each course should include the name, office number, and phone number, of the supervising professor, the TA, and the current department chair. Should there be concerns about the course that the TA feels unable to address, he or she can refer students to the professor in charge of the course for initial consultation. Regular meetings between the TA and the professor are held throughout the semester to discuss the progress and success of the course.

**Review:** Within the first few weeks of class, the supervising professor will observe the TA, with new TAs being a priority. After the visit, the professor will discuss the strengths and weaknesses of the class and put forward a set of recommendations for further teaching development. A written evaluation, to be discussed in person, is then provided to the department chair and will be placed in the student's file. If the chair deems necessary, a second faculty member will make an additional classroom observation with a written evaluation. At the end of each semester or course, student evaluations for the TA classes are to be completed and kept on file in the department for future reference.

**Workload/Percentage of Appointment:** Teaching assistantship appointments are percentage based. All CANES appointments are 50% which corresponds to the total expected hours of work throughout the course of the semester. Each TA will receive a breakdown of expected workload with their official appointment letter. The TA is expected to review and discuss the workload with the supervising faculty member of the course. By signing and returning the workload to the department administrator, the TA is accepting his or her appointment for the semester.
Stipend & Benefits: Please review the Graduate School’s resource webpage, Graduate Assistantships (https://grad.wisc.edu/funding/graduate-assistantships/), for details.

DEPARTMENTAL TRAVEL SUPPORT

Eligibility Guidelines: The CANES department can provide some funding for Classics students who are presenting a paper addressing a topic in the classics field or interviewing for hire. Applicable conferences include the ASA and CAMWS, but other conferences such as graduate student colloquia will also be considered. First time recipients of this award may be asked to present a departmental Pillinger Talk in preparation for their conference presentation.

All applications for department travel must be supported by satisfactory progress in the student’s program. Graduate students may submit one request for travel support to the department per academic year. Every attempt will be made to fund student travel up to a maximum of $750. Students should recognize that funding is based on availability. The Fellowships Committee will assess the validity of all applications and determine the amount of each individual award if granted.

Before requesting travel funds from the department, graduate students should conduct due diligence to learn about and apply for travel awards offered by other units (Graduate School, ASM, etc.) at UW–Madison and by sponsors of the event for which travel funds are requested. Evidence of awards applied for and/or received should accompany all requests for department travel funding. Being competitive for awards outside the department is a matter of professional development.

Application: Having applied for travel awards and supplements from external sources, students should then petition the CANES department for travel support. All petitions are considered on a case by case basis and evaluated on the basis of academic merit and satisfactory progress in the graduate program.

Petitions should take form of a letter addressed to the chair of the graduate Fellowships Committee detailing the title of the talk, proof of acceptance, the date and place of the conference, and any other relevant information. All petitions should include a budget and should disclose details of awards or denial of funding from other sources.

Awards from other sources will not necessarily disqualify students from classics department funding. The applications will be read and voted on by the committee which will attempt to respond to requests in a timely fashion. The student will be notified in writing by the chair of the committee normally within a few weeks of the submission of application.

Since applications will be read on a rolling basis and funds are usually more plentiful at the beginning of the year, students are encouraged to apply early.

SCHOLARSHIPS & FELLOWSHIPS

Adams-Lemoine Dissertation Fellowship: This fellowship is awarded in memory of C.K. Adams, Professor of Latin & History and University of Wisconsin President from 1892 to 1902, and Fannie Lemoine, Professor of Latin from 1906 to 1923. The Slaughter Fellowship is given to a current or incoming graduate student who maintains Wisconsin residency. It provides tuition remission, a stipend, and benefits in accordance with published university award amounts and may supply funding for one or two semesters of study.

Frank R. Kramer Summer Fellowship: A predoctoral summer research grant awarded in memory of Dr. Frank R. Kramer, who earned a B.A. in Humanities in 1929, an M.A. in Greek & Latin in 1931, and a Ph.D. in Classics in 1936. The Kramer Fellowship is meant to enable graduate students in their second year of study or above (pre-dissertation) to receive support for research connected to the advancement of their studies in Classics. Calls for applications typically come out in December and recipients are notified in late January. Award totals range between $750-$2,000.

Hieronymus Prize for Greek Composition: This monetary award is given in memory of Professor John Paul Hieronymus (Ph.D. ’31). Entrants are asked to translate a selected passage into ancient Greek or compose an original piece in ancient Greek addressing a specific topic. Awards are given in late spring.

Pillinger Prize for Latin Composition: This monetary award is given in memory of Assistant Professor Hugh Edward Pillinger (1965–70). Entrants are asked to translate a selected passage into Latin or compose an original piece in Latin addressing a specific topic. Awards are given in late spring.

OTHER FUNDING OPTIONS

The Graduate School provides additional information helpful to graduate students in need of funding.

Find information about:

Types of funding available (https://grad.wisc.edu/studentfunding/types/)

How to search for funding (https://grad.wisc.edu/studentfunding/steps/)

Funding for international students (https://iss.wisc.edu/students/new-students/funding-scholarships/)

General funding resources on campus (https://grad.wisc.edu/studentfunding/resources/)

• Center for Jewish Studies (https://jewishstudies.wisc.edu/students/scholarships/)
• Dana-Allen Dissertation Fellowship (https://irh.wisc.edu/fellowships/dissertation/)
• Robert J. Reinhold Dissertation Fellowship in Classics (https://irh.wisc.edu/fellowships/dissertation/)

External funding options (https://grad.wisc.edu/funding/fellowships/) (includes some prizes & modest awards) (found near the bottom of the page)

• American Association of University Women (http://www.aauw.org/what-we-do/educational-funding-and-awards/)
• American Council of Learned Societies (http://www.acls.org/programs/comps/)
• Archaeological Institute of America (https://www.archaeological.org/grants/)
• Classical Association of the Middle West and South (https://irh.wisc.edu/fellowships/dissertation/)

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RESEARCH TRAVEL AWARDS

Research travel awards (https://grad.wisc.edu/studentfunding/grantscomp/research/) available through the Graduate School

Albright Institute of Archeological Research (http://www.aiar.org/available-fellowships/)

American Academy in Rome (http://www.aarome.org/apply/affiliated-fellowships/)
  • Rome Prize (http://www.aarome.org/apply/)

American Center of Oriental Research (https://www.acorjordan.org/about-acor-fellowships/#1473242438101-4bc0af9d-e672)

American Council of Learned Societies (http://www.acls.org/programs/comps/)

American School of Classical Studies at Athens (http://www.ascsa.edu.gr/index.php/admission-membership/grants/)

American Schools of Oriental Research (http://www.asor.org/fellowships/excavation-grants-fellowships/)

Biblical Archaeological Society Dig Scholarships (http://digs.bib-arch.org/scholarships/)

Chateaubriand Fellowship (https://www.chateaubriand-fellowship.org/)

Classical Association of the Middle West and South (https://camws.org/awards/)

German Academic Exchange Service (https://www.daad.org/en/find-funding/) (DAAD)

Getty Foundation (http://www.getty.edu/foundation/apply/)

Harvard Society of Fellows (https://sofell.fas.harvard.edu/about/)

Lady Davis Fellowship Trust (http://ldft.huji.ac.il/)

The Palestine Exploration Fund (http://www.pef.org.uk/grants/)

Royal Historical Society (http://royalhistsoc.org/grants/research-expenses/research-expenses-for-overseas-students-guidelines/)

Marshall & Centenary Fellowships (http://royalhistsoc.org/grants/marshall-centenary-fellowships/)

Mary Isabel Sibley Fellowship

Society for Classical Studies (https://classicalstudies.org/awards-fellowships/)

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>See Named Option for policy information.</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>18 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>See Named Option for policy information.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>See Named Option for policy information.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>See Named Option for policy information.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>See Named Option for policy information.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Select a Named Option (p. 398) for courses required.

NAMED OPTION

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Arts in Classical and Ancient Near Eastern Studies must select the following named option:

• CLASSICAL AND ANCIENT NEAR EASTERN STUDIES: CLASSICS, M.A. (P. 399)

POLICIES

Students should refer to the named option for policy information. Classics (p. 399).
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates, critiques, and applies the philological and theoretical approaches established in the field of Classics or Hebrew Bible.
2. Identifies appropriate sources and assembles evidence relevant to questions and challenges in Classics or Hebrew Bible.
3. Demonstrates understanding of Classical or Hebrew Bible literature in a historical and social context.
4. Selects and utilizes the most appropriate methodologies and practices.
5. Evaluates and synthesizes information pertaining to questions and challenges.
6. Communicates complex ideas in a clear and understandable manner.
7. Recognizes and applied principles of ethical and professional conduct.

PEOPLE

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CLASSICAL AND ANCIENT NEAR EASTERN STUDIES: CLASSICS, M.A.

This is a named option within the Classical and Ancient Near Eastern Studies M.A. (p. 395)

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ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 5</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

Thank you for your interest in the graduate program in Classical and Ancient Near Eastern Studies! Our Department offers both an MA program and a PhD program.

Applicants for graduate study may enter the program with either a bachelor’s or master’s degree. For the Classics option, candidates are expected to have covered at least the equivalent of an undergraduate major in Classics, which consists of at least three years of both Greek and Latin. Candidates whose preparation falls short of the minimum
requirements may be admitted with deficiencies at the discretion of the Department, but will be required to do additional work within the first year of the program. Applications are evaluated on the basis of previous academic record, Graduate Record Exam (GRE) scores, letters of recommendation, the writing sample and a personal statement.

All applicants to the program must apply online by January 5 (https://grad.wisc.edu/apply/). Only select the MA application if you plan on a terminal MA at UW-Madison—all other applicants select the PhD application, even if you have not yet received a master's degree. Please note: the $75 application fee must be paid at the time of application (international students will be charged an additional $6 for processing).

As part of the application process, you will be asked supplemental questions regarding your level of language preparation and expected to upload the information listed below:

1. Writing sample of scholarly work no more than 25 pages (optional).
2. Transcripts or academic records from each institution attended. You may upload unofficial copies for department review. International academic records must be in the original language accompanied by an official English translation. Please note: official, hard copy transcripts will only be requested by the Graduate School upon Department recommendation for admission. Further information will be provided upon department admission.
3. Official Graduate Record Examination (GRE) (http://www.gre.org/) score report sent from the Educational Testing Service (ETS). Use institution code 1846 to route your results to the UW Graduate School. Once results are received, they will populate on your online application.
4. TOEFL or MELAB (https://grad.wisc.edu/admissions/requirements/) for all international applicants.
5. Statement of purpose (citing your reasons for graduate study).
6. Curriculum vitae listing language experience, awards, honors, etc.
7. Three letters of reference. You must submit your requests to all three of your references as part of the online application. Recomenders will receive a notice via email and will submit their letters accordingly.

Please do not hesitate to contact us at info@canes.wisc.edu should you have any questions about the application process.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

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All applications for department travel must be supported by satisfactory progress in the student’s program. Graduate students may submit one request for travel support to the department per academic year. Every attempt will be made to fund student travel up to a maximum of $750. Students should recognize that funding is based on availability. The Fellowships Committee will assess the validity of all applications and determine the amount of each individual award if granted.

Before requesting travel funds from the department, graduate students should conduct due diligence to learn about and apply for travel awards offered by other units (Graduate School, ASM, etc.) at UW–Madison and by sponsors of the event for which travel funds are requested. Evidence of awards applied for and/or received should accompany all requests for department travel funding. Being competitive for awards outside the department is a matter of professional development.

**Application:** Having applied for travel awards and supplements from external sources, students should then petition the CANES department for travel support. All petitions are considered on a case by case basis and evaluated on the basis of academic merit and satisfactory progress in the graduate program.

Petitions should take form of a letter addressed to the chair of the graduate Fellowships Committee detailing the title of the talk, proof of acceptance, the date and place of the conference, and any other relevant information. All petitions should include a budget and should disclose details of awards or denial of funding from other sources.

Awards from other sources will not necessarily disqualify students from classics department funding. The applications will be read and voted on by the committee which will attempt to respond to requests in a timely fashion. The student will be notified in writing by the chair of the committee normally within a few weeks of the submission of application.

Since applications will be read on a rolling basis and funds are usually more plentiful at the beginning of the year, students are encouraged to apply early.

**SCHOLARSHIPS & FELLOWSHIPS**

**Adams-Lemoine Dissertation Fellowship:** This fellowship is awarded in memory of C.K. Adams, Professor of Latin & History and University of Wisconsin President from 1892 to 1902, and Fannie Lemoine, Professor of Latin from 1906 to 1923. The Adams-Lemoine Fellowship is utilized for student recruitment or completion of degree. It provides tuition remission, a stipend, and benefits in accordance with published University award amounts. Award periods vary and funding may be available for one or two semesters of study.

**Moses S. Slaughter Fellowship:** This fellowship is awarded in memory of Moses S. Slaughter, University of Wisconsin Professor of Latin from 1906 to 1923. The Slaughter Fellowship is given to a current or incoming graduate student who maintains Wisconsin residency. It provides tuition remission, a stipend, and benefits in accordance with published university award amounts and may supply funding for one or two semesters of study.

**Frank R. Kramer Summer Fellowship:** A predoctoral summer research grant awarded in memory of Dr. Frank R. Kramer, who earned a B.A. in Humanities in 1929, an M.A. in Greek & Latin in 1931, and a Ph.D. in Classics in 1936. The Kramer Fellowship is meant to enable graduate students in their second year of study or above (pre-dissertation) to receive support for research connected to the advancement of their studies in Classics. Calls for applications typically come out in December and recipients are notified in late January. Award totals range between $750-$2,000.

**Hieronimus Prize for Greek Composition:** This monetary award is given in memory of Professor John Paul Hieronimus (Ph.D. ’31). Entrants are asked to translate a selected passage into ancient Greek or compose an original piece in ancient Greek addressing a specific topic. Awards are given in late spring.

**Pillinger Prize for Latin Composition:** This monetary award is given in memory of Assistant Professor Hugh Edward Pillinger (1965–70). Entrants are asked to translate a selected passage into Latin or compose an original piece in Latin addressing a specific topic. Awards are given in late spring.

**OTHER FUNDING OPTIONS**

The Graduate School provides additional information helpful to graduate students in need of funding.

Find information about:

- Types of funding available (https://grad.wisc.edu/studentfunding/types/)
- How to search for funding (https://grad.wisc.edu/studentfunding/steps/)
Funding for international students (https://iss.wisc.edu/students/new-students/funding-scholarships/)

General funding resources on campus (https://grad.wisc.edu/studentfunding/resources/)

- Center for Jewish Studies (https://jewishstudies.wisc.edu/students/scholarships/)
- Dana-Allen Dissertation Fellowship (https://irh.wisc.edu/fellowships/dissertation/)

External funding options (https://grad.wisc.edu/funding/fellowships/) (includes some prizes & modest awards) (found near the bottom of the page)

- American Association of University Women (http://www.aauw.org/what-we-do/educational-funding-and-awards/)
- American Council of Learned Societies (http://www.acls.org/programs/comps/)
- Archaeological Institute of America (https://www.archaeological.org/grants/)
- Classical Association of the Middle West and South (https://camws.org/awards/)
- Dolores Zohrab Liebmann Fund (http://fdnweb.org/liebmann/) (specific to Armenian studies)
- Gorgias Press (https://www.gorgiaspress.com/awards/)
- Jacob K. Javits Fellowship Program (https://www2.ed.gov/programs/jacobjavits/) (US Dept of Ed)
- Society for Classical Studies (https://classicalstudies.org/awards-fellowships/)
- Woodrow Wilson Dissertation Fellowship in Women's Studies (http://woodrow.org/fellowships/womens-studies/)

Conference presentation funds (https://grad.wisc.edu/studentfunding/grantscomp/conference/)

**RESEARCH TRAVEL AWARDS**

Research travel awards (https://grad.wisc.edu/studentfunding/grantscomp/research/) available through the Graduate School

Allbright Institute of Archeological Research (http://www.aiar.org/available-fellowships/)

American Academy in Rome (http://www.aarome.org/apply/affiliated-fellowships/)

- Rome Prize (http://www.aarome.org/apply/)

American Center of Oriental Research (https://www.acorjordan.org/about-acor-fellowships/#1473242438101-4bc0af9-e672)

American Council of Learned Societies (http://www.acls.org/programs/comps/)

American School of Classical Studies at Athens (http://www.ascsa.edu.gr/index.php/admission-membership/grants/)

American Schools of Oriental Research (http://www.asor.org/fellowships/excavation-grants-fellowships/)

Biblical Archaeological Society Dig Scholarships (http://digs.bib-arch.org/scholarships/)

Chateaubriand Fellowship (https://www.chateaubriand-fellowship.org/)

Classical Association of the Middle West and South (https://camws.org/awards/)

German Academic Exchange Service (https://www.daad.org/en/find-funding/) (DAAD)

Getty Foundation (http://www.getty.edu/foundation/apply/)

Harvard Society of Fellows (https://socfell.fas.harvard.edu/about/)

Lady Davis Fellowship Trust (http://ldft.huji.ac.il/)

The Palestine Exploration Fund (http://www.pef.org.uk/grants/)

Royal Historical Society (http://royalhistsoc.org/grants/research-expenses/research-expenses-for-overseas-students-guidelines/)

Marshall & Centenary Fellowships (http://royalhistsoc.org/grants/marshall-centenary-fellowships/)

Mary Isabel Sibley Fellowship

Society for Classical Studies (https://classicalstudies.org/awards-fellowships/)

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence Credit</td>
<td>18 credits</td>
</tr>
<tr>
<td>Graduate Coursework</td>
<td>27 out of 33 total credits must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.25 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

Assessments and Examinations

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language Examinations</td>
<td>Two ancient language examinations and one modern language examination (or equivalent).</td>
</tr>
<tr>
<td>Language Examinations</td>
<td>Thesis is required for students continuing to PhD.</td>
</tr>
<tr>
<td>Language Examinations</td>
<td>General Greek language/literature examination</td>
</tr>
<tr>
<td>Language Examinations</td>
<td>General Latin language/literature examination</td>
</tr>
<tr>
<td>Language Examinations</td>
<td>Modern language examination in German or French and Italian, or equivalent coursework (e.g., German, French, or Italian for reading knowledge)</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

27 credits out of 33 total credits in GREEK (http://guide.wisc.edu/courses/greek/) and LATIN (http://guide.wisc.edu/courses/latin/) must be completed in graduate-level coursework.

- 6 credits must be completed in graduate seminars, including 3 credits in pro-seminar (CLASSICS 900 or equivalent as approved by Director of Graduate Studies)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLASSICS 900</td>
<td>Advanced Seminar in Theory and Methodology</td>
<td>3</td>
</tr>
<tr>
<td>CLASSICS 970</td>
<td>Classical Literature and Culture</td>
<td>3-4</td>
</tr>
<tr>
<td>GREEK 910</td>
<td>Seminar-Poetry</td>
<td>3</td>
</tr>
<tr>
<td>GREEK 920</td>
<td>Seminar-Drama</td>
<td>3</td>
</tr>
<tr>
<td>GREEK 930</td>
<td>Seminar-History</td>
<td>3</td>
</tr>
<tr>
<td>LATIN 910</td>
<td>Seminar-Poetry</td>
<td>3</td>
</tr>
<tr>
<td>LATIN 950</td>
<td>Seminar-Oratory</td>
<td>3</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate course work from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of course work numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements. UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

Candidates form a provisional thesis committee no later than the first week of the semester in which they plan to graduate. The M.A. committee should consist of the thesis advisor (committee chair) and two other faculty members from CANES or affiliated with CANES.

Candidates meet with the thesis committee by the end of the first month in the semester in which they plan to graduate. In order to evaluate the viability of the thesis topic, candidates should submit an abstract of one to two pages to the committee.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

The thesis, written in consultation with the thesis advisor, must be completed no later than two semesters after work begins.
GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

All applications received by January 5 are eligible for fellowship, scholarship, and graduate assistantship opportunities. For applications received after the deadline, applicants will not be eligible for university fellowships or scholarships, although they may be eligible for department funds such as teaching assistantships, project assistantships, research assistantships, or department fellowship.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Please visit the Classical and Ancient Near Eastern Studies website (https://canes.wisc.edu/people/faculty-and-staff/) for a complete list of faculty, instructional, and academic staff.

CLASSICAL AND ANCIENT NEAR EASTERN STUDIES, PH.D.

Soon after the founding of the University of Wisconsin in 1848, the department was created as one of the first academic units at the university. The Department of Classical and Ancient Near Eastern Studies (CANES) has enjoyed a long tradition of excellence in philological scholarship, literary criticism, archaeology, and ancient history. At the graduate level, the department offers the master of arts and doctor of philosophy in classical and ancient near eastern studies. Students may follow one of two courses of study, classical languages and literatures (Classics), or Hebrew bible.

The primary goal of the program is to familiarize students with the core linguistic, historical, and philological aspects of classical and ancient near eastern studies. Students also learn to conduct original research in such varied areas as gender studies, literary theory, translation studies, and classical reception under the guidance of established scholars in these areas.

In addition to specified coursework, students participate in directed readings with individual faculty members in their areas of specialization and gain valuable professional experience teaching in courses on the languages, literature, and culture of the ancient world. Additional work may be done in allied fields such as archaeology, art history, linguistics, comparative literature, history, philosophy, and political science. Affiliated faculty in many of these fields regularly offer courses, supervise theses and dissertations, and participate in department activities.

A wide range of professional networks provides graduate students with enhanced opportunities for education and career development. In addition to faculty connections to scholars and institutions in their fields of study, the department has formal affiliations with the Society for Classical Studies, the Classical Association of the Middle West and South, the American School of Classical Studies in Athens, the Society of Biblical Literature, and the American Schools of Oriental Research.

The Pillinger Library and Mansoor Reading Room, both located within the department, provide convenient access to a large number of texts, while the larger Greek and Latin Reading Room in the Memorial Library contains an extensive, noncirculating research collection of texts and commentaries. The Memorial Library maintains an excellent research collection of books and periodicals in classics and Hebrew bible, with many of its resources available online.

ADMISSIONS

Students apply to the Ph.D. in Classical and Ancient Near Eastern Studies through the named option: Classics (p. 408).
Admissions to the Classical and Ancient Near Eastern Studies: Hebrew Bible, Ph.D. (p. 413) have been suspended as of spring 2019 and will be discontinued as of fall 2022.

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Awards from other sources will not necessarily disqualify students from classics department funding. The applications will be read and voted on by the committee which will attempt to respond to requests in a timely fashion. The student will be notified in writing by the chair of the committee normally within a few weeks of the submission of application. Since applications will be read on a rolling basis and funds are usually more plentiful at the beginning of the year, students are encouraged to apply early.

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- General funding resources on campus ([https://grad.wisc.edu/studentfunding/resources/](https://grad.wisc.edu/studentfunding/resources/))
  - Center for Jewish Studies ([https://jewishstudies.wisc.edu/students/scholarships/](https://jewishstudies.wisc.edu/students/scholarships/))
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  - Gorgias Press ([https://www.gorgiaspress.com/awards/](https://www.gorgiaspress.com/awards/))
  - Society for Classical Studies ([https://classicalstudies.org/awards-fellowships/](https://classicalstudies.org/awards-fellowships/))
Conference presentation funds (https://grad.wisc.edu/studentfunding/grantscomp/conference/)

RESEARCH TRAVEL AWARDS
Research travel awards (https://grad.wisc.edu/studentfunding/grantscomp/research/) available through the Graduate School

Albright Institute of Archeological Research (http://www.aiar.org/available-fellowships/)

American Academy in Rome (http://www.aarome.org/apply/affiliated-fellowships/)
  • Rome Prize (http://www.aarome.org/apply/)

American Center of Oriental Research (https://www.acorjordan.org/about-acor-fellowships/#1473242438101-4bc0af9-e672)

American Council of Learned Societies (http://www.acls.org/programs/comps/)

American School of Classical Studies at Athens (http://www.ascsa.edu.gr/index.php/admission-membership/grants/)

American Schools of Oriental Research (http://www.asor.org/fellowships/excavation-grants-fellowships/)

Biblical Archaeological Society Dig Scholarships (http://digs.bib-arch.org/scholarships/)

Chateaubriand Fellowship (https://www.chateaubriand-fellowship.org/)

Classical Association of the Middle West and South (https://camws.org/awards/)

German Academic Exchange Service (https://www.daad.org/en/find-funding/) (DAAD)

Getty Foundation (http://www.getty.edu/foundation/apply/)

Harvard Society of Fellows (https://socfell.fas.harvard.edu/about/)

Lady Davis Fellowship Trust (http://ldft.huji.ac.il/)

The Palestine Exploration Fund (http://www.pef.org.uk/grants/)

Royal Historical Society (http://royalhistsoc.org/grants/research-expenses/research-expenses-for-overseas-students-guidelines/)

Marshall & Centenary Fellowships (http://royalhistsoc.org/grants/marshall-centenary-fellowships/)

Mary Isabel Sibley Fellowship

Society for Classical Studies (https://classicalstudies.org/awards-fellowships/)

The department annually offers graduate fellowship support and teaching assistantships. In order for incoming students to be considered for fellowships, applications and all other materials should reach the department by January 5.

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS
CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

Assessments and Examinations
Language Requirements
Doctoral Minor / Breadth Requirements

All doctoral students are required to complete a minor. Students may not complete a minor with the same name as their named option.

REQUIRED COURSES
Select a Named Option (p. 407) for courses required.

NAMED OPTION
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. New students pursuing the Ph.D. in Classical and Ancient Near Eastern Studies must select Classics. Admissions to the Classical and Ancient Near Eastern Studies: Hebrew Bible, Ph.D. have been suspended as of spring 2019 and the option will be discontinued as of fall 2022.

View as listView as grid
CLASSICAL AND ANCIENT NEAR EASTERN STUDIES: CLASSICS, PH.D. (P. 408)
CLASSICAL AND ANCIENT NEAR EASTERN STUDIES: HEBREW BIBLE, PH.D. (P. 413)

POLICIES

Students should refer to the named option page for policy information: Classics (p. 408) or Hebrew Bible (p. 418).

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice in the field of Classics or Hebrew Bible.
2. Formulates ideas, concepts, and approaches beyond the current boundaries of knowledge within Classics or Hebrew Bible.
3. Creates research and scholarship that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of Classics or Hebrew Bible to society.
6. Communicates complex ideas in a clear and understandable manner.
7. Fosters ethical and professional conduct.

PEOPLE

Please visit the Classical and Ancient Near Eastern Studies website (https://canes.wisc.edu/people/faculty-and-staff/) for a complete list of faculty, instructional, and academic staff.

CLASSICAL AND ANCIENT NEAR EASTERN STUDIES: CLASSICS, PH.D.

This is a named option within the Classical and Ancient Near Eastern Studies Ph.D. (p. 395)

Soon after the founding of the University of Wisconsin in 1848, the department was created as one of the first academic units at the university. The Department of Classical and Ancient Near Eastern Studies (CANES) has enjoyed a long tradition of excellence in philological scholarship, literary criticism, archaeology, and ancient history. At the graduate level, the department offers the master of arts and doctor of philosophy in classical and ancient near eastern studies. Students may follow one of two courses of study, classical languages and literatures (Classics), or Hebrew bible.

The primary goal of the program is to familiarize students with the core linguistic, historical, and philological aspects of classical and ancient near eastern studies. Students also learn to conduct original research in such varied areas as gender studies, literary theory, translation studies, and classical reception under the guidance of established scholars in these areas.

In addition to specified coursework, students participate in directed readings with individual faculty members in their areas of specialization and gain valuable professional experience teaching in courses on the languages, literature, and culture of the ancient world. Additional work may be done in allied fields such as archaeology, art history, linguistics, comparative literature, history, philosophy, and political science. Affiliated faculty in many of these fields regularly offer courses, supervise theses and dissertations, and participate in department activities.

A wide range of professional networks provides graduate students with enhanced opportunities for education and career development.

In addition to faculty connections to scholars and institutions in their fields of study, the department has formal affiliations with the Society for Classical Studies, the Classical Association of the Middle West and South, the American School of Classical Studies in Athens, the Society of Biblical Literature, and the American Schools of Oriental Research.

The Pillinger Library and Mansoor Reading Room, both located within the department, provide convenient access to a large number of texts, while the larger Greek and Latin Reading Room in the Memorial Library contains an extensive, noncirculating research collection of texts and commentaries. The Memorial Library maintains an excellent research collection of books and periodicals in classics and Hebrew bible, with many of its resources available online.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 5</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
</tbody>
</table>
Thank you for your interest in the graduate program in Classical and Ancient Near Eastern Studies! Our Department offers both an MA program and a PhD program.

Applicants for graduate study may enter the program with either a bachelor's or master's degree. For the Classics option, candidates are expected to have covered at least the equivalent of an undergraduate major in Classics, which consists of at least three years of both Greek and Latin. Candidates whose preparation falls short of the minimum requirements may be admitted with deficiencies at the discretion of the Department, but will be required to do additional work within the first year of the program. Applications are evaluated on the basis of previous academic record, Graduate Record Exam (GRE) scores, letters of recommendation, the writing sample and a personal statement.

All applicants to the program must apply online by January 5 (https://grad.wisc.edu/apply/). Only select the MA application if you plan on a terminal MA at UW-Madison—all other applicants select the PhD application, even if you have not yet received a master's degree. Please note: the $75 application fee must be paid at the time of application (international students will be charged an additional $6 for processing).

As part of the online application process, you will be asked supplemental questions regarding your level of language preparation and expected to upload the information listed below:

1. Writing sample of scholarly work no more than 25 pages (optional).
2. Transcripts or academic records from each institution attended. You may upload unofficial copies for department review. International academic records must be in the original language accompanied by an official English translation. Please note: official, hard copy transcripts will only be requested by the Graduate School upon Department recommendation for admission. Further information will be provided upon department admission.
3. Official Graduate Record Examination (GRE) (http://www.gre.org/) score report sent from the Educational Testing Service (ETS). Use institution code 1846 to route your results to the UW Graduate School. Once results are received, they will populate on your online application.
4. TOEFL or MELAB (https://grad.wisc.edu/admissions/requirements/) for all international applicants.
5. Statement of purpose (citing your reasons for graduate study).
6. Curriculum vitae listing language experience, awards, honors, etc.
7. Three letters of reference. You must submit your requests to all three of your references as part of the online application. Recommenders will receive a notice via email and will submit their letters accordingly.

Please do not hesitate to contact us at info@canes.wisc.edu should you have any questions about the application process.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The Department of Classical and Ancient Near Eastern Studies works to support all graduate students in good standing who continue to make satisfactory progress toward their degree. The department makes every attempt to distribute its resources as fairly as possible outside of guaranteed support offers. Thus, it is the department’s intention to give the maximum number of graduate students in the Classics and Hebrew Bible programs an opportunity to hold teaching assistantships (TA) consistent with the department's needs and criteria. It should be remembered that teaching funds are variable, depending on budget and class enrollments. All students are encouraged to pursue opportunities for support outside the department at all stages of their study. Details can be found below.

**TEACHING ASSISTANTSHIPS**

**Criteria:** Teaching assistant appointments will be offered to eligible graduate students on the basis of the following criteria: contractual obligations made to the student, satisfactory progress towards degree, satisfactory student evaluations and faculty teaching observations, departmental judgment of the student’s qualification to teach scheduled courses, and availability of budgeted positions.

**Eligibility:** To be eligible to become a teaching assistant, graduate students should ordinarily meet the following requirements: students should be enrolled in the Classics or Hebrew Bible graduate program (exceptions will be made due to lack of qualified or available students), students should be making satisfactory progress towards an advanced degree, and students should not have exceeded the limited allotment of teaching within the department (five years after the B.A. or three years after the M.A.).

Students who are non-native speakers of English must complete the SPEAK test for assessing English proficiency. The SPEAK test is the institutional version of the Test of Spoken English (TSE), which is administered by the Educational Testing Service. The SPEAK test measures oral proficiency and is frequently used to evaluate the spoken English of international TAs. The test is available only to students holding contracts or under consideration for a teaching assistantship. For information and scheduled tests, please consult the English as a Second Language website (http://www.english.wisc.edu/esl/). Students must achieve a score of 45 or higher before being placed in the classroom.

**Class Assignments:** Class assignments are made by the department chair in consultation with department faculty with consideration of the following items in order of importance: previous positive assessment of teaching ability, fair rotation of teaching among qualified graduate students, background and experience of the TA in course materials, the need for graduate students to have a variety of teaching experiences, the preference of the TA, and the preference of the instructor.

**Training Program:** All TAs are required to attend the department’s annual Graduate Student Orientation and Teaching Assistant Workshop. Subjects discussed in the department's annual workshop include preparation, organization, sensitivity to ethnic and gender issues, and pedagogical methods. Experienced TAs are encouraged to share successful teaching methods and ideas with the group in an open discussion. Information is also provided on such university resources as the Writing Center.
New TAs are also required to attend the L&S Teaching Assistant Workshop and the Graduate Assistants Equity Workshop within the first two semesters of teaching appointments. In addition, for TAs with a first-time Comm B appointment, the Writing Across Campus Comm B Training workshop will also be required. TAs are also encouraged to take advantage of the writing workshops offered by the Writing Center at the start of the academic year and throughout each semester.

For each course, the TA must meet with the professor to outline the goals and objectives of the course, the exam and grading procedures, the syllabus and assigned readings, and specific pedagogical methods appropriate for the course. The syllabus of each course should include the name, office number, and phone number, of the supervising professor, the TA, and the current department chair. Should there be concerns about the course that the TA feels unable to address, he or she can refer students to the professor in charge of the course for initial consultation. Regular meetings between the TA and the professor are held throughout the semester to discuss the progress and success of the course.

**Review:** Within the first few weeks of class, the supervising professor will observe the TA, with new TAs being a priority. After the visit, the professor will discuss the strengths and weaknesses of the class and put forward a set of recommendations for further teaching development. A written evaluation, to be discussed in person, is then provided to the department chair and will be placed in the student’s file. If the chair deems necessary, a second faculty member will make an additional classroom observation with a written evaluation. At the end of each semester or course, student evaluations for the TA classes are to be completed and kept on file in the department for future reference.

**Workload/Percentage of Appointment:** Teaching assistantship appointments are percentage based. All CANES appointments are 50% which corresponds to the total expected hours of work throughout the course of the semester. Each TA will receive a breakdown of expected workload with their official appointment letter. The TA is expected to review and discuss the workload with the supervising faculty member of the course. By signing and returning the workload to the department administrator, the TA is accepting his or her appointment for the semester.

**Stipend & Benefits:** Please review the Graduate School’s resource webpage, Graduate Assistantships (https://grad.wisc.edu/funding/graduate-assistantships/), for details.

**DEPARTMENTAL TRAVEL SUPPORT**

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- How to search for funding ([https://grad.wisc.edu/studentfunding/steps/](https://grad.wisc.edu/studentfunding/steps/))
- Funding for international students ([https://iss.wisc.edu/students/new-students/funding-scholarships/](https://iss.wisc.edu/students/new-students/funding-scholarships/))

**General funding resources on campus** ([https://grad.wisc.edu/studentfunding/resources/](https://grad.wisc.edu/studentfunding/resources/))

- Center for Jewish Studies ([https://jewishstudies.wisc.edu/students/scholarships/](https://jewishstudies.wisc.edu/students/scholarships/))

**External funding options** ([https://grad.wisc.edu/funding/fellowships/](https://grad.wisc.edu/funding/fellowships/)) (includes some prizes & modest awards) (found near the bottom of the page)

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- Society for Classical Studies ([https://classicalstudies.org/awards-fellowships/](https://classicalstudies.org/awards-fellowships/))

**RESEARCH TRAVEL AWARDS**

Research travel awards ([https://grad.wisc.edu/studentfunding/research/](https://grad.wisc.edu/studentfunding/research/)) available through the Graduate School

- Rome Prize ([http://www.aarome.org/apply/](http://www.aarome.org/apply/))
- American Center of Oriental Research ([https://www.acorjordan.org/about-acor-fellowships/#1473242438101-4bc0afd9-e672](https://www.acorjordan.org/about-acor-fellowships/#1473242438101-4bc0afd9-e672))
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**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
</tbody>
</table>

**Face to Face** | **Evening/Weekend** | **Online** | **Hybrid** | **Accelerated** |
<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>69 credits (including credits earned toward MA)</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>36 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>69 total credits (including credits earned toward MA) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.25 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Three preliminary examinations related to ancient languages and one modern language examination (or equivalent). Dissertation required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>• One &quot;special&quot; Ancient Greek language/literature preliminary examination</td>
</tr>
<tr>
<td></td>
<td>• One &quot;special&quot; Latin language/literature preliminary examination</td>
</tr>
<tr>
<td></td>
<td>• One Greek and Latin literature preliminary examination</td>
</tr>
<tr>
<td></td>
<td>• Modern language examination or equivalent coursework (e.g., German, French, or Italian for reading knowledge), excluding language assessed for M.A.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>All doctoral students are required to complete a minor. Students may not complete a minor with the same name as their named option. Course work for minor may begin prior to admission to Ph.D. program (in the course of M.A. program).</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

In addition to requirements for the M.A. (https://guide.wisc.edu/graduate/classical-ancient-near-eastern-studies/classical-ancient-near-eastern-studies-ma/classical-ancient-near-eastern-studies-classics-ma/#requirements), 27 credits out of 69 total credits must be completed in a combination of course work including the following:

- 21 credits in GREEK (http://guide.wisc.edu/courses/greek/) and LATIN (http://guide.wisc.edu/courses/latin/) 500-level courses or seminars
- 3 credits in pro-seminar (CLASSICS 900 Advanced Seminar in Theory and Methodology or equivalent)
- Credits required for Doctoral Minor

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate course work from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of course work numbered 300 or above taken as a UW–Madison University Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

Candidates for the Ph.D. should form a provisional dissertation committee the semester before they intend to complete their last preliminary exam and reach dissertator status. This committee should consist of at least four members representing more than one graduate program, three of whom must be UW–Madison graduate faculty or former UW–Madison graduate faculty up to one year after resignation or
Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

All applications received by January 5 are eligible for fellowship, scholarship, and graduate assistantship opportunities. For applications received after the deadline, applicants will not be eligible for university fellowships or scholarships, although they may be eligible for department funds such as teaching assistantships, project assistantships, research assistantships, or department fellowship.

### CREDITS PER TERM ALLOWED

15 credits

### TIME CONSTRAINTS

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within 5 years after passing the preliminary examination may be required to take another preliminary examination and to be re-admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting ([https://doso.students.wisc.edu/bias-or-hate-reporting/](https://doso.students.wisc.edu/bias-or-hate-reporting/))
- Graduate Assistantship Policies and Procedures ([https://hr.wisc.edu/policies/gapp/#grievance-procedure](https://hr.wisc.edu/policies/gapp/#grievance-procedure))
- Hostile and Intimidating Behavior Policies and Procedures ([https://hr.wisc.edu/hib/](https://hr.wisc.edu/hib/))
  - Office of the Provost for Faculty and Staff Affairs ([https://facstaff.provost.wisc.edu/](https://facstaff.provost.wisc.edu/))
- Dean of Students Office ([https://doso.students.wisc.edu/](https://doso.students.wisc.edu/)) (for all students to seek grievance assistance and support)
- Employee Assistance ([http://www.eao.wisc.edu/](http://www.eao.wisc.edu/)) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office ([https://employeedisabilities.wisc.edu/](https://employeedisabilities.wisc.edu/)) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School ([https://grad.wisc.edu/](https://grad.wisc.edu/)) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance ([https://compliance.wisc.edu/](https://compliance.wisc.edu/)) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards ([https://conduct.students.wisc.edu/](https://conduct.students.wisc.edu/)) (for conflicts involving students)
- Ombuds Office for Faculty and Staff ([http://www.ombuds.wisc.edu/](http://www.ombuds.wisc.edu/)) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX ([https://compliance.wisc.edu/titleix/](https://compliance.wisc.edu/titleix/)) (for concerns about discrimination)

### PROFessional DEVELOPMENT

### GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources ([https://grad.wisc.edu/pd/](https://grad.wisc.edu/pd/)) to build skills, thrive academically, and launch your career.

### PEOPLE

Please visit the Classical and Ancient Near Eastern Studies website ([https://canes.wisc.edu/people/faculty-and-staff/](https://canes.wisc.edu/people/faculty-and-staff/)) for a complete list of faculty, instructional, and academic staff.

### CLASSICAL AND ANCIENT NEAR EASTERN STUDIES: HEBREW BIBLE, PH.D.

Admissions to the Classical and Ancient Near Eastern Studies: Hebrew Bible, Ph.D. have been suspended as of spring 2019 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

This is a named option within the Classical and Ancient Near Eastern Studies Ph.D. (p. 395)

Soon after the founding of the University of Wisconsin in 1848, the department was created as one of the first academic units at the university. The Department of Classical and Ancient Near Eastern Studies (CANES) has enjoyed a long tradition of excellence in *philological scholarship, literary criticism, archaeology, and ancient history*. At the graduate level, the department offers the master of arts and doctor of philosophy in classical and ancient near eastern studies. Students may follow one of two courses of study, *classical languages and literatures* (Classics), or *Hebrew bible*.

The primary goal of the program is to familiarize students with the *core linguistic, historical, and philological* aspects of classical and ancient near eastern studies. Students also learn to *conduct original research* in such varied areas as *gender studies, literary theory, translation studies, and classical reception* under the guidance of established scholars in these areas.

In addition to specified coursework, students participate in *directed readings* with individual faculty members in their areas of specialization and gain valuable professional experience *teaching* in courses on the
languages, literature, and culture of the ancient world. Additional work may be done in allied fields such as archaeology, art history, linguistics, comparative literature, history, philosophy, and political science. Affiliated faculty in many of these fields regularly offer courses, supervise theses and dissertations, and participate in department activities.

A wide range of professional networks provides graduate students with enhanced opportunities for education and career development. In addition to faculty connections to scholars and institutions in their fields of study, the department has formal affiliations with the Society for Classical Studies, the Classical Association of the Middle West and South, the American School of Classical Studies in Athens, the Society of Biblical Literature, and the American Schools of Oriental Research.

The Pillinger Library and Mansoor Reading Room, both located within the department, provide convenient access to a large number of texts, while the larger Greek and Latin Reading Room in the Memorial Library contains an extensive, noncirculating research collection of texts and commentaries. The Memorial Library maintains an excellent research collection of books and periodicals in classics and Hebrew bible, with many of its resources available online.

## ADMISSIONS

Admissions to the Classical and Ancient Near Eastern Studies: Hebrew Bible, Ph.D. have been suspended as of spring 2019 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

Applicants for graduate study may enter the program with either a B.A. or M.A. (M.A., M.Div., Th.M.) degree. For the Classics option, candidates are expected to have covered at least the equivalent of an undergraduate major in Classics, which consists of at least three years of both Greek and Latin. For the option in Hebrew Bible program, candidates are expected to have taken at least two years of Biblical Hebrew and one year of Greek. Candidates whose preparation falls short of the minimum requirements may be admitted with deficiencies at the discretion of the department, but will be required to do additional work within the first year of the program.

Applications are evaluated on the basis of previous academic record, Graduate Record Exam (GRE) scores, letters of recommendation, the writing sample and a personal statement.

All applicants to the program must apply online (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f) by January 5. ONLY select the M.A. application if you plan on a terminal M.A. at UW-Madison; all other applicants select the Ph.D. application even if you have not yet received an M.A. Please note: the $75 application fee must be paid at the time of application (international students will be charged an additional $6 for processing).

As part of the online application process, you will be asked supplemental questions regarding your level of language preparation and expected to upload the information listed below:

1. Writing sample of scholarly work no more than 25 pages (optional).
2. Transcripts or academic records from each institution attended. You may upload unofficial copies for department review. International academic records must be in the original language accompanied by an official English translation. Please note: official transcripts will only be requested by the Graduate School upon department recommendation for admission. Further information will be provided upon admission.
3. Official Graduate Record Examination (GRE) (http://www.gre.org/) score report sent from the Educational Testing Service (ETS). Use institution code 1846 to route your results to the UW Grad School. Once results are received, they will populate in your online application.
4. TOEFL or MELAB (https://grad.wisc.edu/admissions/requirements/) for all international applicants.
5. Statement of purpose (citing your reasons for graduate study).
6. Curriculum vitae listing language experience, awards, honors, etc.
7. Three letters of reference. You must submit your requests to all three of your references as part of the online application. Recommenders will receive a notice via email and will submit their letters accordingly.

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

## FUNDING

### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

The Department of Classical and Ancient Near Eastern Studies works to support all graduate students in good standing who continue to make satisfactory progress toward their degree. The department makes every attempt to distribute its resources as fairly as possible outside of guaranteed support offers. Thus, it is the department’s intention to give the maximum number of graduate students in the Classics and Hebrew Bible programs an opportunity to hold teaching assistantships (TA) consistent with the department’s needs and criteria. It should be remembered that teaching funds are variable, depending on budget and class enrollments. All students are encouraged to pursue opportunities for support outside the department at all stages of their study. Details can be found below.

### TEACHING ASSISTANTSHIPS

Criteria: Teaching assistant appointments will be offered to eligible graduate students on the basis of the following criteria: contractual obligations made to the student, satisfactory progress towards degree, satisfactory student evaluations and faculty teaching observations, departmental judgment of the student’s qualification to teach scheduled courses, and availability of budgeted positions.

Eligibility: To be eligible to become a teaching assistant, graduate students should ordinarily meet the following requirements: students should be enrolled in the Classics or Hebrew Bible graduate program
(exceptions will be made due to lack of qualified or available students), students should be making satisfactory progress towards an advanced degree, and students should not have exceeded the limited allotment of teaching within the department (five years after the B.A. or three years after the M.A.).

Students who are non-native speakers of English must complete the SPEAK test for assessing English proficiency. The SPEAK test is the institutional version of the Test of Spoken English (TSE), which is administered by the Educational Testing Service. The SPEAK test measures oral proficiency and is frequently used to evaluate the spoken English of international TAs. The test is available only to students holding or under consideration for a teaching assistantship. For information and scheduled tests, please consult the English as a Second Language website (http://www.english.wisc.edu/esl/). Students must achieve a score of 45 or higher before being placed in the classroom.

Class Assignments: Class assignments are made by the department chair in consultation with department faculty with consideration of the following items in order of importance: previous positive assessment of teaching ability, fair rotation of teaching among qualified graduate students, background and experience of the TA in course materials, the need for graduate students to have a variety of teaching experiences, the preference of the TA, and the preference of the instructor.

Training Program: All TAs are required to attend the department’s annual Graduate Student Orientation and Teaching Assistant Workshop. Subjects discussed in the department’s annual workshop include preparation, organization, sensitivity to ethnic and gender issues, and pedagogical methods. Experienced TAs are encouraged to share successful teaching methods and ideas with the group in an open discussion. Information is also provided on such university resources as the Writing Center.

New TAs are also required to attend the L&S Teaching Assistant Workshop and the Graduate Assistants Equity Workshop within the first two semesters of teaching appointments. In addition, for TAs with a first-time Comm B appointment, the Writing Across Campus Comm B Training workshop will also be required. TAs are also encouraged to take advantage of the writing workshops offered by the Writing Center at the start of the academic year and throughout each semester.

For each course, the TA must meet with the professor to outline the goals and objectives of the course, the exam and grading procedures, the syllabus and assigned readings, and specific pedagogical methods appropriate for the course. The syllabus of each course should include the name, office number, and phone number, of the supervising professor, the TA, and the current department chair. Should there be concerns about the course that the TA feels unable to address, he or she can refer students to the professor in charge of the course for initial consultation. Regular meetings between the TA and the professor are held throughout the semester to discuss the progress and success of the course.

Review: Within the first few weeks of class, the supervising professor will observe the TA, with new TAs being a priority. After the visit, the professor will discuss the strengths and weaknesses of the class and put forward a set of recommendations for further teaching development. A written evaluation, to be discussed in person, is then provided to the department chair and will be placed in the student’s file. If the chair deems necessary, a second faculty member will make an additional classroom observation with a written evaluation. At the end of each semester or course, student evaluations for the TA classes are to be completed and kept on file in the department for future reference.

Workload/Percentage of Appointment: Teaching assistantship appointments are percentage based. All CANES appointments are 50% which corresponds to the total expected hours of work throughout the course of the semester. Each TA will receive a breakdown of expected workload with their official appointment letter. The TA is expected to review and discuss the workload with the supervising faculty member of the course. By signing and returning the workload to the department administrator, the TA is accepting his or her appointment for the semester.

Stipend & Benefits: Please review the Graduate School’s resource homepage, Graduate Assistantships (https://grad.wisc.edu/funding/graduate-assistantships/), for details.

DEPARTMENTAL TRAVEL SUPPORT

Eligibility Guidelines: The CANES department can provide some funding for Classics students who are presenting a paper addressing a topic in the classics field or interviewing for hire. Applicable conferences include the ASA and CAMWS, but other conferences such as graduate student colloquia will also be considered. First time recipients of this award may be asked to present a departmental Pillinger Talk in preparation for their conference presentation.

All applications for department travel must be supported by satisfactory progress in the student’s program. Graduate students may submit one request for travel support to the department per academic year. Every attempt will be made to fund student travel up to a maximum of $750. Students should recognize that funding is based on availability. The Fellowships Committee will assess the validity of all applications and determine the amount of each individual award if granted.

Before requesting travel funds from the department, graduate students should conduct due diligence to learn about and apply for travel awards offered by other units (Graduate School, ASM, etc.) at UW–Madison and by sponsors of the event for which travel funds are requested. Evidence of awards applied for and/or received should accompany all requests for department travel funding. Being competitive for awards outside the department is a matter of professional development.

Application: Having applied for travel awards and supplements from external sources, students should then petition the CANES department for travel support. All petitions are considered on a case by case basis and evaluated on the basis of academic merit and satisfactory progress in the graduate program.

Petitions should take form of a letter addressed to the chair of the graduate Fellowships Committee detailing the title of the talk, proof of acceptance, the date and place of the conference, and any other relevant information. All petitions should include a budget and should disclose details of awards or denial of funding from other sources.

Awards from other sources will not necessarily disqualify students from classics department funding. The applications will be read and voted on by the committee which will attempt to respond to requests in a timely fashion. The student will be notified in writing by the chair of the committee normally within a few weeks of the submission of application.

Since applications will be read on a rolling basis and funds are usually more plentiful at the beginning of the year, students are encouraged to apply early.
**SCHOLARSHIPS & FELLOWSHIPS**

**Adams-Lemoine Dissertation Fellowship:** This fellowship is awarded in memory of C.K. Adams, Professor of Latin & History and University of Wisconsin President from 1892 to 1902, and Fannie Lemoine, Professor of Latin from 1906 to 1923. The Adams-Lemoine Fellowship is utilized for student recruitment or completion of degree. It provides tuition remission, a stipend, and benefits in accordance with published University award amounts. Award periods vary and funding may be available for one or two semesters of study.

**Moses S. Slaughter Fellowship:** This fellowship is awarded in memory of Moses S. Slaughter, University of Wisconsin Professor of Latin from 1906 to 1923. The Slaughter Fellowship is given to a current or incoming graduate student who maintains **Wisconsin residency**. It provides tuition remission, a stipend, and benefits in accordance with published university award amounts and may supply funding for one or two semesters of study.

**Frank R. Kramer Summer Fellowship:** A predoctoral summer research grant awarded in memory of Dr. Frank R. Kramer, who earned a B.A. in Humanities in 1929, an M.A. in Greek & Latin in 1931, and a Ph.D. in Classics in 1936. The Kramer Fellowship is meant to enable graduate students in their second year of study or above (pre-dissertation) to receive support for research connected to the advancement of their studies in Classics. Calls for applications typically come out in December and recipients are notified in late January. Award totals range between $750-$2,000.

**Hieronimus Prize for Greek Composition:** This monetary award is given in memory of Professor John Paul Hieronimus (Ph.D. ’31). Entrants are asked to translate a selected passage into ancient Greek or compose an original piece in ancient Greek addressing a specific topic. Awards are given in late spring.

**Pillinger Prize for Latin Composition:** This monetary award is given in memory of Assistant Professor Hugh Edward Pillinger (1965–70). Entrants are asked to translate a selected passage into Latin or compose an original piece in Latin addressing a specific topic. Awards are given in late spring.

**OTHER FUNDING OPTIONS**

The Graduate School provides additional information helpful to graduate students in need of funding.

Find information about:

- Types of funding available ([https://grad.wisc.edu/studentfunding/types/](https://grad.wisc.edu/studentfunding/types/))
- How to search for funding ([https://grad.wisc.edu/studentfunding/steps/](https://grad.wisc.edu/studentfunding/steps/))
- Funding for international students ([https://iss.wisc.edu/students/new-students/funding-scholarships/](https://iss.wisc.edu/students/new-students/funding-scholarships/))
- General funding resources on campus ([https://grad.wisc.edu/studentfunding/resources/](https://grad.wisc.edu/studentfunding/resources/))
  - Center for Jewish Studies ([https://jewishstudies.wisc.edu/students/scholarships/](https://jewishstudies.wisc.edu/students/scholarships/))

External funding options ([https://grad.wisc.edu/funding/fellowships/](https://grad.wisc.edu/funding/fellowships/)) (includes some prizes & modest awards) (found near the bottom of the page)

- Archaeological Institute of America ([https://www.archaeological.org/grants/](https://www.archaeological.org/grants/))
- Classical Association of the Middle West and South ([https://camws.org/awards/](https://camws.org/awards/))
- Dolores Zohrab Liebmann Fund ([http://fdnweb.org/liebmann/](http://fdnweb.org/liebmann/)) (specific to Armenian studies)
- Gorgias Press ([https://www.gorgiaspress.com/awards/](https://www.gorgiaspress.com/awards/))
- Society for Classical Studies ([https://classicalstudies.org/awards-f fellowships/](https://classicalstudies.org/awards-fellowships/))

Conference presentation funds ([https://grad.wisc.edu/studentfunding/grantscomp/conference/](https://grad.wisc.edu/studentfunding/grantscomp/conference/))

**RESEARCH TRAVEL AWARDS**

Research travel awards ([https://grad.wisc.edu/studentfunding/grantscomp/research/](https://grad.wisc.edu/studentfunding/grantscomp/research/)) available through the Graduate School


- Rome Prize ([http://www.aarome.org/apply/](http://www.aarome.org/apply/))

American Center of Oriental Research ([https://www.acorjordan.org/about-acor-fellowships/1473242438101-4bc0af9-e672](https://www.acorjordan.org/about-acor-fellowships/1473242438101-4bc0af9-e672))


Chateaubriand Fellowship ([https://www.chateaubriand-fellowship.org/](https://www.chateaubriand-fellowship.org/))

Classical Association of the Middle West and South ([https://camws.org/awards/](https://camws.org/awards/))


Harvard Society of Fellows ([https://socfell.fas.harvard.edu/about/](https://socfell.fas.harvard.edu/about/))
Lady Davis Fellowship Trust (http://ldft.huji.ac.il/)
The Palestine Exploration Fund (http://www.pef.org.uk/grants/)
Royal Historical Society (http://royalhistsoc.org/grants/research-expenses/research-expenses-for-overseas-students-guidelines/)
Marshall & Centenary Fellowships (http://royalhistsoc.org/grants/marshall-centenary-fellowships/)
Mary Isabel Sibley Fellowship
Society for Classical Studies (https://classicalstudies.org/awards-fellowships/)

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

Requirements | Detail |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>72 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>36 credits</td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement | Including requirements for the M.A., 54 credits out of 72 total credits must be completed in a combination of graduate seminars and departmental courses specifically designed for graduate students. Courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement | 3.00 GPA required.
Other Grade Requirements | The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.
Assessments and Examinations | • Reading competency in German and French or Modern Hebrew (by exam)
| • Proficiency in Biblical Hebrew by exam, to include:
Translation of passages, together with textual and philological notes, and consultation of the Septuagint, Targum, and Peshitta.
Grammatical parsing, pointing of unpointed texts, production of forms.
Discussion of Biblical Hebrew in its Semitic context, translation of Hebrew epigraphic texts (in Paleo-Hebrew script), together with discussion of problems they present.
| • Proficiency in Semitic languages by exam, to include:
Translation of texts written in Canaanite dialects, Ugaritic, Aramaic, Syriac, and Akkadian. Some of the texts will be read in Semitics courses; other texts must be prepared independently.
| • General Exam, based on reading list and coursework
Language Requirements | Students must demonstrate reading competency in German and either French or Modern Hebrew. Students must demonstrate proficiency in Hebrew and Semitic languages by exam.
Doctoral Minor/Breadth Requirements | All doctoral students are required to complete a minor. Students may not complete a minor with the same name as their named option.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>12 credits of Semitic language not taken for M.A. or Upper-level Classical language, choose from:</td>
<td></td>
</tr>
<tr>
<td>HEBR-BIB 701</td>
<td>Aramaic I</td>
<td>12</td>
</tr>
<tr>
<td>HEBR-BIB 702</td>
<td>Aramaic II</td>
<td></td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEBR-BIB 703</td>
<td>Ugaritic Texts</td>
<td></td>
</tr>
<tr>
<td>HEBR-BIB 704</td>
<td>Canaanite Dialects</td>
<td></td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEBR-BIB 705</td>
<td>Syriac I</td>
<td></td>
</tr>
<tr>
<td>HEBR-BIB 706</td>
<td>Syriac II</td>
<td></td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEBR-BIB 700</td>
<td>Advanced Near Eastern Languages (Akkadian I &amp; II)</td>
<td></td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A maximum of 6 credits of Greek at Intermediate level (300 and above) or higher. Other languages may be taken with approval.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 6 credits of advanced text sequence not taken for M.A., choose from:

- **HEBR-BIB 743** Pentateuchal Narratives
- **HEBR-BIB 744** Pentateuchal Legal Codes

Or

- **HEBR-BIB 751** The Book of Isaiah
- **HEBR-BIB 752** The Book of Isaiah

Or

- **HEBR-BIB 754** Wisdom Literature: Job
- **HEBR-BIB 755** Psalms

Or

- **HEBR-BIB 799** Independent Study (Samuel I & II)

### 6 credits not taken for M.A., choose from:

- **CLASSICS/ JEWISH 452** Biblical Archaeology
- **HEBR-BIB 723** Classical Hebrew Linguistics: Historical and Descriptive

### 3 credits in one graduate-level course in the department as approved by the Hebrew Bible director of graduate studies (this may be a 799 or, preferably, an approved course in Classics).

### 9 credits in three graduate level courses approved by director of graduate studies (“Minor courses”)

### 3 credits from one seminar

- **CLASSICS 900** Advanced Seminar in Theory and Methodology
- **HEBR-BIB 951** Seminar-Biblical Studies

### Total Credits 36

## GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

## NAMED OPTION-SPECIFIC POLICIES

### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate course work from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, no more than 6 credits from a UW–Madison undergraduate degree are allowed to count toward the degree by fulfilling the Intermediate Hebrew requirement (HEBR-BIB 323 Intermediate Biblical Hebrew, I-HEBR-BIB 324 Intermediate Biblical Hebrew, II).

### UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of course work numbered 300 or above taken as a UW–Madison University Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements. UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

### ADVISOR / COMMITTEE

Candidates for the Ph.D. should form a provisional dissertation committee the semester before they intend to complete their last preliminary exam and reach dissertator status. This committee should consist of a dissertation advisor and at least two additional faculty advisors.

During the first semester of dissertator status, candidates will schedule a dissertation proposal defense to discuss the proposal’s viability. Under the guidance of their dissertation advisor, candidates will provide all committee members with a detailed abstract of the proposed dissertation, including a synopsis of each chapter and a timeline for scheduled completion. After the provisional committee has approved the proposal, the candidate may begin writing in consultation with their committee.

The final composition of the dissertation committee must have at least four members representing more than one graduate program, three of whom must be UW–Madison graduate faculty or former UW–Madison graduate faculty up to one year after resignation or retirement. At least one of the four members must be from outside of the student’s major program or major field (often from the minor field). Once the dissertation has been completed and approved by the dissertation advisor, the candidate will distribute the final document to all committee members at least four weeks before the anticipated defense date. If the committee supports the dissertation, the advisor will set a date for the oral defense. Dissertation defenses will be scheduled for the academic year only.

Graduate students may not hold a dissertation fellowship in any semester unless taken at the 700 level or above.

### CREDITS PER TERM ALLOWED

15 credits

### TIME CONSTRAINTS

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing
the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

All applications received by January 5 are eligible for fellowship, scholarship, and graduate assistantship opportunities. For applications received after the deadline, applicants will not be eligible for university fellowships or scholarships, although you may be eligible for department funds such as teaching assistantships, project assistantships, research assistantships, or department fellowship.
HEBREW BIBLE, DOCTORAL MINOR

REQUIREMENTS

9 credits in Biblical Hebrew courses beyond the elementary level.

All Graduate School requirements for minors (https://grad.wisc.edu/acadpolicy/?policy=minors) must be met.

Please contact the graduate coordinator for more information.

PEOPLE

Please visit the Classical and Ancient Near Eastern Studies website (https://canes.wisc.edu/people/faculty-and-staff/) for a complete list of faculty, instructional, and academic staff.

LATIN, DOCTORAL MINOR

REQUIREMENTS

9 credits in Latin courses beyond the elementary level.

All Graduate School requirements for minors (https://grad.wisc.edu/acadpolicy/?policy=minors) must be met.

Contact the Graduate Coordinator for more information.

PEOPLE

Please visit the Classical and Ancient Near Eastern Studies website (https://canes.wisc.edu/people/faculty-and-staff/) for a complete list of faculty, instructional, and academic staff.

COMMUNICATION ARTS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Communication Arts, Doctoral Minor (p. 420)
• Communication Arts, M.A. (p. 420)
• Communication Arts, Ph.D. (p. 427)

PEOPLE

Faculty

Professors Kelley Conway (chair), Robert Asen, Jonathan Gray, Robert Glenn Howard, Lea Jacobs, Derek Johnson, Marie-Louise Mares, Zhongdang Pan, Jeff Smith, Lyn Van Swol, and Michael Xenos

Associate Professors Eric Hoyt, Jenell Johnson, Lori Lopez, Sara McKinnon, Jeremy Morris, Ben Singer, and Catalina Toma

Assistant Professors Jason Lopez, Allison Prasch, and Lillie D. Williamson

COMMUNICATION ARTS, DOCTORAL MINOR

Graduate students from other departments may pursue a doctoral minor in Communication Arts in one of four distinct areas of study: Communication Science; Film; Media and Cultural Studies; and Rhetoric, Politics, and Culture. Students should reach out to a faculty member in their chosen area of minor study for guidance in course selection. This faculty member then serves as the student’s advisor in the minor, and signs the Minor Agreement Form (contact the graduate coordinator) upon completion of the coursework.

REQUIREMENTS

Course requirements for the minor include:

• A minimum of 9 credits
• All courses must be at the 400 level or above, and at least two courses must be at the 600 level or above
• No audits or pass/fail
• Maximum of 3 credits of COM ARTS 799 Independent Study
• An average GPA of 3.0 on all minor coursework

After coursework has been completed, the student presents the Minor Agreement Form to their advisor in the minor for signature. The Minor Agreement Form should be returned to the student’s major department graduate coordinator for help in preparing the warrant.

Program Note: Although students choose a distinct area of study for the minor degree in Communication Arts, the area of study will not be reflected on the transcript; rather it will be recorded as Minor: Communication Arts.

PEOPLE

FACULTY

Professors Kelley Conway (chair), Robert Asen, Jonathan Gray, Robert Glenn Howard, Lea Jacobs, Derek Johnson, Marie-Louise Mares, Zhongdang Pan, Jeff Smith, Lyn Van Swol, and Michael Xenos

Associate Professors Eric Hoyt, Jenell Johnson, Lori Lopez, Sara McKinnon, Jeremy Morris, Ben Singer, and Catalina Toma

Assistant Professors Jason Lopez, Allison Prasch, and Lillie D. Williamson

COMMUNICATION ARTS, M.A.

(Program note: Though terminal M.A. degrees may occasionally be awarded, the programs are designed with successful completion of the Ph.D. as the goal.)

The Department of Communication Arts at the University of Wisconsin–Madison has long been one of the world’s leading centers for study and
research in communication. It was the first department in the United States to award a Ph.D. degree in the field, and its graduates serve on the faculties of leading universities, in research institutions, and in public and private agencies throughout this country and abroad.

The graduate programs in communication arts are designed to educate research scholars. Through intensive coursework within the department and in other departments, and through close professional association with appropriate faculty, graduate students in communication arts gain proficiency and sophistication in their chosen areas of study. Their attainment of doctoral degrees signifies their readiness to work as independent scholars in their areas and to make original contributions to human knowledge.

Communication Arts offers four distinct areas of graduate study:

COMMUNICATION SCIENCE

Communication science is concerned with how people interact with one another in various means, modes, and contexts. It involves social scientific exploration utilizing both quantitative and qualitative methods. Reflecting the multi-faceted nature of the subject matter and a cross-disciplinary orientation of the field, students in communication science typically complete course work both in the department and in other social science fields. Graduate study in communication science is flexible and tailored to the individual. With a low faculty-to-student ratio and close collaboration with related academic units on campus, students have high access to faculty and with it, opportunities to work closely with faculty on research and broaden their horizon. Students are expected to develop fluency in at least two of the following areas:

- **Social influence** that focuses interpersonal interactions, both online and offline, as well as group and organizational dynamics. It examines information exchange, persuasion, and other influence processes in various social contexts.
- **Computer-mediated communication** that examines individuals’ uses of the media with digital, interactive, and networking features, as well as the effects of such usage on self, relationships, group dynamics, and other social processes.
- **Human development and communication** that addresses communication in relation to life cycle, focusing in particular on life cycle patterns in the means and modes of communication, as well as the effects of communicative engagement and media usage of youths and aging.
- **Political communication** that focuses on patterns and effects of communication, both face-to-face and mediated, on the democratic process. In particular it concerns how communication shapes the public sphere, how public deliberation over political issues takes place, and how the media may be related to civic and political engagement.

FILM

The study of film concentrates primarily on motion picture history, theory, and criticism, approached through intensive critical analysis of individual films; research into the primary documents of filmmakers and the film industry; and the construction of theoretical models of film forms and styles, national cinemas, film genres, and the economics of the film industry. The program believes in the connection between film studies and film practice. Courses in film production enhance our understanding of motion picture history, theory, and criticism by revealing the practical decisions filmmakers confront. The program is not designed for students whose sole interest is in film production.

MEDIA AND CULTURAL STUDIES

The media and cultural studies (MCS) program emphasizes the study of media in their historical, economic, social, and political context. MCS courses examine the cultural forms created and disseminated by media industries and the ways in which they resonate in everyday life, on the individual, national, and global level. Focusing primarily on sound and screen media—television, new media, film, popular music, radio, video games—but reaching out across boundaries, MCS encourages interdisciplinary and transmedia research. MCS courses draw on a broad range of cultural theories spanning a spectrum of concerns all centrally relevant to the functioning of sound and screen media in a diverse and globalizing cultural environment.

RHETORIC, POLITICS, AND CULTURE

Whether speaking from the podium or chatting on Facebook, people use discourse to craft identities, enact social change, and form a shared sense of community. Seeking to better understand this social force, the study of discourse explores significant themes, trajectories, and transformations in politics and society while considering particular individuals and groups, cultures, eras, genres, and topics. Courses in this area explore issues of power, digital media, citizenship, gender, sexuality, race, ethnicity, globalization, religion, inclusion and exclusion, social status, and marginalization.

Graduate work in rhetoric focuses on three interrelated areas: discourse, theory, and method. All three areas of study in rhetoric, politics, and culture are united by a common commitment to understanding the role of discourse in society as we act together to engage in culture and politics. Students are encouraged to investigate a wide range of discursive phenomena as they develop expertise that will empower them to conduct significant research and to take an active role in scholarly communities.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Applicants choose their area of study when applying to the program; however, the specific area of study will not appear on the transcript.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
</tbody>
</table>
There are five supporting documents which complete the application:

1. **Statement of purpose** clearly telling us what you want to study and why you think you can do it here. Although it cannot be said to be the most important part of your application, the statement of purpose is our introduction to you as a student and as such, you will want it to be as professional and persuasive as possible to put your application in the best light.
2. **Three letters of recommendation**, preferably from academic sources. Email addresses of recommenders are submitted within the online application.
3. **Official GRE score** sent to us from ETS. The department requires no minimum GRE scores; however, successful candidates typically score well on portions of the examination related to their area of study. We don’t set absolute numbers because each year’s applicants are judged against all others in that year only. UW–Madison is institution #1846; no department code is necessary.
4. **PDFs of transcripts** from all postsecondary schools attended after high school. Official transcripts will be requested upon admission.
5. **A writing sample** (in English), 15–20 pages long. The best writing sample is an academic paper you wrote for a class related to the area in which you apply. It should have citations and footnotes. You may send a portion of a longer thesis if you wish, but please select a representative sample no longer than 20 pages. Include a cover page identifying it as a chapter or section of a longer work.

**INTERNATIONAL APPLICANTS:** An official TOEFL, IELTS or MELAB score sent to us from ETS is required for all applicants whose native language is not English. UW–Madison is institution #1846; no department code is necessary. The minimum scores are as follows:

- TOEFL: 92 on an internet-based exam; 580 on a paper-based exam
- IELTS: 7
- MELAB: 82

We will waive the TOEFL requirement if you have a bachelor’s degree from an English-speaking institution.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

(For Program note: Though terminal M.A. degrees may occasionally be awarded, the programs are designed with successful completion of the Ph.D. as the goal.)

Beginning graduate students in communication arts receive 10 consecutive semesters of guaranteed funding if they are entering with a bachelor’s degree, complete their master’s degree, and plan to continue on to the Ph.D. The guaranteed funding package for graduate students includes full tuition remission, monthly compensation, and benefits including health insurance.

Most communication arts graduate students are supported by teaching assistantships (TA). Additional funding comes in the form of research assistantships (RA), project assistantships (PA), Graduate School–supported fellowships, departmental awards, and conference travel awards.

**Graduate Assistantships**

Graduate students who hold an appointment as a TA, RA, or PA will be entitled to remission of tuition in any semester in which their appointment equals at least 33.4% of a full-time appointment for the semester. Graduate assistantships in communication arts are typically offered at the 50% level, which is a full-time appointment for a full-time student.

**Graduate School–Supported Fellowships**

A limited number of fellowships are available. All students are considered for fellowships at the time of application; no separate application is necessary. These fellowships may be for terms from one semester to two years and include tuition remission and benefits including health insurance.

**Department Awards**

The Department of Communication Arts is pleased to be able to grant yearly monetary awards to graduate students based on scholastic performance. Nominations for the awards are generated by the faculty.
in the four areas of graduate study. To be eligible for consideration, graduate students must be continuing in the program, must be making satisfactory progress toward their degree, and must not have any incompletes on their transcript. The amount and number of awards vary from year to year depending on funds available.

**Conference Travel Awards**

The department provides a once-per-academic-year travel stipend for students to present academic papers at a conference. Students not residing in Madison during the semester in which they present at conference are not eligible for this funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

- **Minimum Credit Requirement**: 30 credits
- **Minimum Residence Credit Requirement**: 16 credits
- **Minimum Graduate Coursework Requirement**: Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/).

**Overall Graduate GPA Requirement**: 3.00 GPA required. (see below for GPA requirement of coursework taken within the department)

**Other Grade Requirements**: A cumulative GPA for coursework within the department of 3.5 or above.

**Assessments and Examinations**

To assess satisfactory progress toward the degree and to facilitate determinations of good standing, graduate students must complete a Professional Activities Report (PAR) each spring. A PAR indicates a student's academic and professional activities on and off campus each year. Faculty will use the PAR in their annual evaluations of student progress. A PAR represents one means of communication between graduate students and faculty, providing graduate students with an opportunity to enumerate their activities in a single document. PARS must be completed by April 1 each spring.

M.A. comprehensive examinations or theses are generally done in the student's fourth semester of study. To take comprehensive exams or complete a thesis, a student must be in good standing, and must have completed the basic and specific area course requirements. Additional requirements vary by area of study. They are as follows:

- Communication Science students must complete and defend an M.A. thesis. In rare exceptions, students admitted to the graduate program may decide to leave with only an M.A. In that case, they may complete the non-thesis, terminal option. In lieu of the thesis and oral defense, two of the courses in Communication Science must be at the 800 level or above, and students must pass a four-hour written comprehensive examination which covers communication theory, research methodology, and a topic area of the student's specialization.
- Film students' Comprehensive Exam consists of six hours of writing and an oral defense. The writing portion is divided into three two-hour sitting concentrations, respectively on the areas of film history, film theory, and film analysis and criticism. The oral defense—affording students an opportunity to correct, inflect, or expand upon their written answers—takes place a week or two later and typically runs about an hour. There is no option to write a thesis in lieu of the comprehensive exam.
- Media and Cultural Studies students' comprehensive exam consists of six hours of writing, normally distributed across four questions, followed by an oral defense. Exam areas are drawn from the coursework the examinee has taken in media and cultural studies. Reading lists are determined in consultation with the student's advisor and core faculty members. There is no option to write a thesis in lieu of the comprehensive exam.
- Rhetoric, Culture, and Politics students must complete and defend an M.A. thesis. In rare exceptions, students admitted to the graduate program may decide to leave with only an M.A. In that case, students may complete the non-thesis, terminal option and take a comprehensive exam consisting of three, one-hour written exams addressing theory, critical method, and public discourse.
Language Requirements

Students interested in writing a dissertation on a national cinema other than the U.S. are expected to complete two years of foreign language study.

REQUIRED COURSES

Successful completion of the master's degree requires a minimum of 30 credit hours, which includes coursework, independent study, and research credits. This requirement stipulates that at least 50 percent of these credit hours must be received in courses specifically designed for graduate work, which the Graduate School defines as:

- courses numbered 700 and above;
- courses numbered 300–699 that are specifically designed for graduate students in a graduate program;
- courses numbered 300–699 that assess graduate students separately from undergraduate students;
- courses numbered 300–699 that have a graduate student enrollment greater than 50 percent in a given semester.

The department requires that a minimum of 16 credit hours must be completed in residence.

Each area of graduate study has further specific requirements for the completion of the M.A:

Communication Science Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM ARTS 760</td>
<td>Advances in Communication Theories</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 762</td>
<td>Communication Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>Four additional Communication Science courses numbered 500 or above</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>At least one course in statistics (see below for options)</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 904</td>
<td>Communication Science Colloquium</td>
<td>4</td>
</tr>
<tr>
<td>Two additional courses</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Only one of these courses may be COM ARTS 990 Research and Thesis. Colloquium does not count toward this requirement.

3 One credit of COM ARTS 904 Communication Science Colloquium must be taken each semester.

Film Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM ARTS 355</td>
<td>Introduction to Media Production</td>
<td>3-4</td>
</tr>
<tr>
<td>or COM ARTS 609</td>
<td>Special Topics in Production</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 454</td>
<td>Critical Film Analysis</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 669</td>
<td>Film Theory</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 455</td>
<td>French Film</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 556</td>
<td>The American Film Industry in the Era of the Studio System</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 613</td>
<td>Special Topics in Film (Japanese Cinema or South Asian Cinema)</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 358</td>
<td>History of Documentary Film</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 461</td>
<td>Global Art Cinema</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 463</td>
<td>Avant-Garde Film</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 552</td>
<td>Contemporary Hollywood Cinema</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 613</td>
<td>Special Topics in Film (Gender and Film)</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 763</td>
<td>Regression Models in Education</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 773</td>
<td>Factor Analysis, Multidimensional Scaling and Cluster Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/CURRIC/L I S 803</td>
<td>Computational Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 871</td>
<td>Test Theory II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 960</td>
<td>Structural Equation Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ELPA 964</td>
<td>Hierarchical Linear Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 965</td>
<td>Applied Bayesian Statistics for Education Research</td>
<td></td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 360</td>
<td>Statistics for Sociologists I</td>
<td>4</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 361</td>
<td>Statistics for Sociologists II</td>
<td>3</td>
</tr>
<tr>
<td>SOC 362</td>
<td>Statistics for Sociologists III</td>
<td>3</td>
</tr>
<tr>
<td>SOC 952</td>
<td>Seminar-Mathematical and Statistical Applications in Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 610</td>
<td>Design and Analysis of Psychological Experiments I</td>
<td>4</td>
</tr>
<tr>
<td>PSYCH 710</td>
<td>Design and Analysis of Psychological Experiments II</td>
<td>4</td>
</tr>
<tr>
<td>POLI SCI 812</td>
<td>Introduction to Statistical Methods in Political Science</td>
<td>3</td>
</tr>
<tr>
<td>POLI SCI 813</td>
<td>Multivariable Statistical Inference for Political Research</td>
<td>3</td>
</tr>
<tr>
<td>POLI SCI 818</td>
<td>Maximum Likelihood Estimation</td>
<td>3</td>
</tr>
<tr>
<td>One 900-level seminar</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 902</td>
<td>Film Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do
not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Some required courses may be waived if the student already has taken equivalent courses. A determination about waiving courses is made by a student’s advisor after reviewing syllabi and other relevant materials. Students who enter the program without an undergraduate degree in film may be required to take additional coursework.

3 One credit of COM ARTS 902 Film Colloquium must be taken each semester.

**Media and Cultural Studies Track**<sup>1,3</sup>
All students are required to complete at least 24 credits at the 600 level and above.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM ARTS 355</td>
<td>Introduction to Media Production</td>
<td>3-4</td>
</tr>
<tr>
<td>or COM ARTS 609</td>
<td>Special Topics in Production</td>
<td></td>
</tr>
</tbody>
</table>

**Seminar**
Three 900-level MCS Seminars<sup>2</sup>

**Colloquium**
COM ARTS 903 Media and Cultural Studies Colloquium<sup>1,4</sup>

**Electives**
At least 400 level and above. At least 9 credits must be in MCS in addition to those listed above. Students may take COM ARTS 609 as an elective if it was not taken as a Media Production Elective.

Total Credits: 40-41

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Seminar options include COM ARTS 950 Seminar-Radio Television Film and COM ARTS 955 Media History and Historiography.

3 Students who enter the program without an undergraduate degree in media studies may be required to take additional coursework.

4 One credit of COM ARTS 903 Media and Cultural Studies Colloquium must be taken each semester.

**Rhetoric, Politics, and Culture Track**<sup>1,2</sup>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM ARTS 570</td>
<td>Classical Rhetorical Theory</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 571</td>
<td>Contemporary Rhetorical Theory</td>
<td>3</td>
</tr>
<tr>
<td>or COM ARTS 969</td>
<td>Seminar: Contemporary Rhetorical Theory</td>
<td></td>
</tr>
</tbody>
</table>

**Seminar**
COM ARTS 976 Seminar in Rhetorical Criticism<sup>3</sup>

**Colloquium**
COM ARTS 905 Rhetoric Colloquium<sup>3</sup>

**Electives (300 level and above)**
At least two courses must be in COM ARTS.

At least two courses must be at the 700 level and above.

---

**Policies**

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**GRADUATE WORK FROM OTHER INSTITUTIONS**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a Master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, students are allowed to count no more than 7 credits of graduate coursework taken as a UW–Madison undergraduate student. Coursework earned five or more years prior to admission to a master’s degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 15 credits of graduate coursework taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master’s degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

All graduate students must stay “in good standing” in the department to be eligible for teaching assignments, awards, and fellowships, and in order to be considered to be making satisfactory progress in the program. Students whose progress is rated unsatisfactory by their faculty may face loss of funding and/or dismissal from the program.

The department’s minimum criteria for good standing are:

1. Timely progress through the program, consisting of successful completion of M.A. requirements and compliance with coursework, advising, and thesis/comprehensive exam expectations.
2. A cumulative grade point average for coursework within the department of 3.5 or above.
3. No grades of Incomplete on the student's record.
4. Fulfillment of responsibilities for teaching/project assistantships or lectureships.

Students are expected to carry a full load, defined as three courses (nine credits) plus colloquium (one credit) per semester, unless a student's advisor recommends an exception.

**ADVISOR / COMMITTEE**

Although an initial faculty advisor is assigned to each student during the summer prior to matriculation in the graduate program, students should seek out regular advisors by the end of their first year in residence. The regular advisor should be a faculty member whose research interests and methodological expertise match closely to those that the student intends to acquire. While no faculty member is obliged to accept a student's request to serve as advisor, invitations are usually accepted except where the faculty member judges that a different advisor would serve the student's needs and interests better.

Early in the semester in which the comprehensive exam/thesis will be completed, students will form an M.A. defense committee consisting of three to four faculty members, one of which is their advisor. In the case of comprehensive examinations, all committee members will write exam questions, read the answers, and sit on the M.A. defense. In the case of a thesis, all committee members will read the manuscript and sit on the M.A. defense.

**CREDITS PER TERM ALLOWED**

10-credit maximum unless additional credits are approved by faculty advisor, up to 15

**TIME CONSTRAINTS**

Master's degrees are generally expected to be completed within five semesters of matriculation.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

Incoming M.A. students are generally offered five academic years (fall semester and spring semester) of support in the form of teaching assistantships, project assistantships, fellowships, and lectureships. Incoming Ph.D. students are generally offered three years of support. This support includes a stipend, tuition remission, and benefits.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PROGRAM RESOURCES**

Graduate students should consider opportunities for professional development as they begin their programs of graduate study. As students plan programs of study, participation in campus and disciplinary organizations, scholarly presentations at academic conferences, and potential outlets for publication of research, they should consider the ways that these activities begin to establish areas of scholarly and pedagogical competence, connections with other researchers and teachers in the field, and audiences for their scholarship. Some of the best resources for professional development are the people—both faculty and other graduate students—in the Department of Communication Arts. These people may serve as sources of valuable advice and information, and their actions may provide examples of practices that promote professional development. Further, campus-wide resources are available to enrich students’ graduate studies and enhance their professional skills.

**DEPARTMENT RESOURCES FOR PROFESSIONAL DEVELOPMENT**

Two important departmental resources for professional development are a **graduate student's advisor** and the **department colloquia**.

The advisor is concerned with a graduate student's academic progress as well as with the professional development of advisees. Throughout a graduate student's residence in the program (and often beyond), an advisor will discuss and answer questions and concerns about professional development. For instance, as submission deadlines to academic conferences approach, an advisor may discuss with a student potential submission options and the appropriate venues for these
submissions. If a student is working on revising a seminar paper for potential publication in an academic journal, an advisor will often guide the student through the revision process. When a student is applying for jobs, an advisor will often edit application materials. When a student is interviewing for a position or negotiating a job offer, an advisor will often provide tips for how to proceed.

The department colloquia offers additional resources for professional development. The four areas of study (Communication Science; Film; Media and Cultural Studies; and Rhetoric, Politics, and Culture) hold individual and joint colloquia on most Thursday afternoons during the academic year. Often, these colloquia are devoted to research presentations from department faculty and graduate students as well as campus visitors. Sometimes, the colloquia will address issues of professional development. Colloquia topics on professional development include practicing conference presentations; preparing a teaching dossier; practicing job talks; negotiating the revise and resubmit process in journal publishing; and networking. Colloquia on professional development engage graduate students in discussion on professional topics, workshop materials, and offer advice on best practices.

**FACULTY REVIEWS OF GRADUATE STUDENT TEACHING**

Since most Communication Arts Ph.D. students pursue academic careers, developing teaching skills constitutes an important aspect of professionalization. Some colleges and universities may ask a student to prepare a teaching demonstration as part of the on-campus interview process, or otherwise seek evaluation and evidence of a graduate student's teaching abilities. To facilitate the development of graduate student teaching, faculty will provide reviews of teaching assistants (TA) in courses in which they have worked directly with graduate students in the classroom. Graduate students should expect these reviews in every semester in which they serve as a TA in one of these faculty-led courses (e.g., a lecture-discussion section course taught by a faculty member). These reviews are intended to help students identify strengths in their teaching as well as areas in which they may improve. In relevant courses, faculty will deposit an electronic copy of a teaching review with the graduate coordinator no more than two weeks after a semester has concluded. The graduate coordinator will maintain files of teaching reviews for each graduate student in the department. The graduate coordinator will send a copy of the review to the student's advisor. Faculty also will share a copy of the review with the student reviewed, who may wish to incorporate favorable reviews and quotations into a teaching dossier. Graduate students should feel welcome to discuss all reviews with their supervising faculty members. Graduate students should note, too, that these reviews will assist faculty in addressing matters of pedagogy when preparing letters of recommendation for academic employment, which will benefit students in their job searches.

**TRAVEL TO MEETINGS AND CONFERENCES**

The Department of Communication Arts provides a once-per-academic-year travel stipend for those students who will be presenting a paper at an academic conference. Students who are not residing in Madison during the semester in which they present at a conference are not eligible for this funding.

**INSTRUCTIONAL MEDIA CENTER**

Located on the third floor of Vilas Hall, the Instructional Media Center (IMC) provides media and technology services for the entire department. The IMC houses the Hamel Family Digital Media Lab, the Walter Mirisch Seminar Room, and Communication Arts media production classrooms. The IMC circulates laptops, video projectors, and other equipment to graduate students for instruction and short-term use. The IMC also maintains a media library containing thousands of DVDs and Blu-rays of films, television shows, video games, and off-air recordings. Graduate students may check out any item not reserved for classroom use for their research. IMC staff can assist graduate students with their research needs. Upon request, the IMC can provide film to video transfers, media creation (files, DVDs, Blu-rays), and video capture, as well as training in these areas. The IMC provides assistance for the Center for Communication Research. The IMC is staffed by individuals with a wide range of media knowledge and skills to assist graduate students.

**LEARNING OUTCOMES**

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in the field of study.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of study.
3. Demonstrates understanding of the primary field of study in a historical, social, or global context.
4. Selects and/or utilizes the most appropriate methodologies and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in the field of study.
6. Communicates clearly in ways appropriate to the field of study.
7. Recognizes and applies principles of ethical and professional conduct.

**PEOPLE**

**FACULTY**

Professors Kelley Conway (chair), Robert Asen, Jonathan Gray, Robert Glenn Howard, Lea Jacobs, Derek Johnson, Marie-Louise Mares, Zhongdang Pan, Jeff Smith, Lyn Van Swol, and Michael Xenos

Associate Professors Eric Hoyt, Jenell Johnson, Lori Lopez, Sara McKinnon, Jeremy Morris, Ben Singer, and Catalina Toma

Assistant Professors Jason Lopez, Allison Prasch, and Lillie D. Williamson

**COMMUNICATION ARTS, PH.D.**

The Department of Communication Arts at the University of Wisconsin in Madison has long been one of the world’s leading centers for study and research in communication. It was the first department in the United States to award a Ph.D. degree in the field, and its graduates serve on the faculties of leading universities, in research institutions, and in public and private agencies throughout this country and abroad.

The graduate programs in communication arts are designed to educate research scholars. Through intensive coursework within the department and in other departments, and through close professional association with appropriate faculty, graduate students in communication arts gain proficiency and sophistication in their chosen areas of study. Their attainment of doctoral degrees signifies their readiness to work as independent scholars in their areas and to make original contributions to human knowledge.

Communication Arts offers four distinct areas of graduate study:
COMMUNICATION SCIENCE

Communication science is concerned with how people interact with one another in various means, modes, and contexts. It involves social scientific exploration utilizing both quantitative and qualitative methods. Reflecting the multi-faceted nature of the subject matter and a cross-disciplinary orientation of the field, students in communication science typically complete course work both in the department and in other social science fields. Graduate study in communication science is flexible and tailored to the individual. With a low faculty-to-student ratio and close collaboration with related academic units on campus, students have high access to faculty and with it, opportunities to work closely with faculty on research and broaden their horizon. Students are expected to develop fluency in at least two of the following areas:

- **Social influence** that focuses on interpersonal interactions, both online and offline, as well as group and organizational dynamics. It examines information exchange, persuasion, and other influence processes in various social contexts.
- **Computer-mediated communication** that examines individuals’ uses of the media with digital, interactive, and networking features, as well as the effects of such usage on self, relationships, group dynamics, and other social processes.
- **Human development and communication** that addresses communication in relation to life cycle, focusing in particular on life cycle patterns in the means and modes of communication, as well as the effects of communicative engagement and media usage of youths and aging.
- **Political communication** that focuses on patterns and effects of communication, both face-to-face and mediated, on the democratic process. In particular it concerns how communication shapes the public sphere, how public deliberation over political issues takes place, and how the media may be related to civic and political engagement.

FILM

The study of film concentrates primarily on motion picture history, theory, and criticism, approached through intensive critical analysis of individual films; research into the primary documents of filmmakers and the film industry; and the construction of theoretical models of film forms and styles, national cinemas, film genres, and the economics of the film industry. The program believes in the connection between film studies and film practice. Courses in film production enhance our understanding of motion picture history, theory, and criticism by revealing the practical decisions filmmakers confront. The program is not designed for students whose sole interest is in film production.

MEDIA AND CULTURAL STUDIES

The media and cultural studies (MCS) program emphasizes the study of media in their historical, economic, social, and political context. MCS courses examine the cultural forms created and disseminated by media industries and the ways in which they resonate in everyday life, on the individual, national, and global level. Focusing primarily on sound and screen media—television, new media, film, popular music, radio, video games—but reaching out across boundaries, MCS encourages interdisciplinary and transmedia research. MCS courses draw on a broad range of cultural theories spanning a spectrum of concerns all centrally relevant to the functioning of sound and screen media in a diverse and globalizing cultural environment.

RHETORIC, POLITICS, AND CULTURE

Whether speaking from the podium or chatting on Facebook, people use discourse to craft identities, enact social change, and form a shared sense of community. Seeking to better understand this social force, the study of discourse explores significant themes, trajectories, and transformations in politics and society while considering particular individuals and groups, cultures, eras, genres, and topics. Courses in this area explore issues of power, digital media, citizenship, gender, sexuality, race, ethnicity, globalization, religion, inclusion and exclusion, social status, and marginalization.

Graduate work in rhetoric focuses on three interrelated areas: discourse, theory, and method. All three areas of study in rhetoric, politics, and culture are united by a common commitment to understanding the role of discourse in society as we act together to engage in culture and politics. Students are encouraged to investigate a wide range of discursive phenomena as they develop expertise that will empower them to conduct significant research and to take an active role in scholarly communities.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Applicants choose their area of study when applying to the program; however, the specific area of study will not appear on the transcript.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Due to COVID-19, there have been challenges for students attempting to take the GRE. For students applying for Fall 2022, the GRE requirement is optional. Regardless of whether GRE scores are submitted, all applications will be held in equal regard.
Our graduate program considers students for fall semester admission only. Applications are due December 15.

Applicants must have earned a master’s degree from an accredited institution. The Graduate School minimum GPA is 3.0 on a 4.0 scale. The department likes to see at least a 3.25 in courses relevant to the area in which you apply, although successful applicants usually have much higher GPAs.

Within the department, students may apply to only one track of study, which must be indicated on the statement of purpose: Communication Science; Film; Media and Cultural Studies; or Rhetoric, Politics, and Culture.

There are five supporting documents which complete the application:

1. **Statement of purpose** clearly telling us what you want to study and why you think you can do it here. Although it cannot be said to be the most important part of your application, the statement of purpose is our introduction to you as a student and as such, you will want it to be as professional and persuasive as possible to put your application in the best light.

2. **Three letters of recommendation**, preferably from academic sources. Email addresses of recommenders are submitted within the online application.

3. **Official GRE results** sent to us from ETS. The department requires no minimum GRE scores; however, successful candidates typically score well on portions of the examination related to their area of study. We don’t set absolute numbers because each year’s applicants are judged against all others in that year only. UW-Madison is institution #1846; no department code is necessary.

4. **PDFs of transcripts** from all post-secondary schools attended after high school. Official transcripts will be requested upon admission.

5. **A writing sample** (in English), 15-20 pages long. The best writing sample is an academic paper you wrote for a class related to the area in which you apply. It should have citations and footnotes. You may send a portion of a longer thesis if you wish, but please select a representative sample no longer than 20 pages. Include a cover page identifying it as a chapter or section of a longer work.

INTERNATIONAL APPLICANTS: An official TOEFL, IELTS or MELAB score sent to us from ETS is required for all applicants whose native language is not English. UW-Madison is institution #1846; no department code is necessary. The minimum scores are as follows:

- TOEFL: 92 on an internet-based exam; 580 on a paper-based exam
- IELTS: 7
- MELAB: 82

We will waive the TOEFL requirement if you have a master’s degree from an English-speaking institution.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Beginning Ph.D. students in Communication Arts receive six consecutive semesters of guaranteed funding if they are entering with an M.A. in their area of focus. Students who enter with an M.A. outside of their area of focus may be required to complete an M.A. in their area of focus prior to continuing on to the Ph.D. In these cases, students receive 10 consecutive semesters of guaranteed support. The guaranteed funding package for graduate students includes full tuition remission, monthly compensation, and benefits including health insurance.

Most communication arts graduate students are supported by teaching assistantships (TA). Additional funding comes in the form of research assistantships (RA), project assistantships (PA), senior lecturer appointments (SLA), Graduate School—supported fellowships, dissertation scholarships, departmental awards, and conference travel awards.

- **Graduate Assistantships**
  - Graduate students who hold an appointment as a TA, RA, or PA will be entitled to remission of tuition in any semester in which their appointment equals at least 33.4% of a full-time appointment for the semester. Graduate assistantships in communication arts are typically offered at the 50% level, which is a full-time appointment for a full-time student.

- **Senior Lecturer Appointments**
  - Students are assigned to SLA by faculty each semester based on need.

- **Graduate School Supported Fellowships**
  - A limited number of fellowships are available. All students are considered for fellowships at the time of application; no separate application is necessary. These fellowships may be for terms from one semester to two years and include tuition remission and benefits including health insurance.

- **Dissertation Scholarships**
  - The department awards Elliott Dissertation Scholarships to students who have successfully defended their dissertation proposal no later than 12 months after passing their preliminary exams. This award is designed to facilitate progress on researching and writing the dissertation.

- **Department Awards**
  - The Department of Communication Arts is pleased to be able to grant yearly monetary awards to graduate students based on scholastic performance. Nominations for the awards are generated by the faculty in the four areas of graduate study. To be eligible for consideration, graduate students must be continuing in the program, must be making satisfactory progress toward their degree, and must not have any incompletes on their transcript. The amount and number of awards vary from year to year depending on funds available.

- **Conference Travel Awards**
The department provides a once-per-academic-year travel stipend for students to present academic papers at a conference. Students not residing in Madison during the semester in which they present at a conference are not eligible for this funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>40 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required. (see below for GPA requirement of coursework taken within the department)</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>3.5 average required of all coursework taken within the department.</td>
</tr>
</tbody>
</table>

**Assessments and Examinations**

To assess satisfactory progress toward the degree and to facilitate determinations of good standing, graduate students must complete a Professional Activities Report (PAR) each spring. A PAR indicates a student's academic and professional activities on and off campus each year. Faculty will use the PAR in their annual evaluations of student progress. A PAR represents one means of communication between graduate students and faculty, providing graduate students with an opportunity to enumerate their activities in a single document. PARS must be completed by April 1 each spring.

Students must successfully complete preliminary examinations before moving on to dissertator status. To take preliminary examinations, students must have completed all of the Ph.D. coursework requirements of their area and their minor coursework. Additional requirements vary by area of study. They are as follows:

Communication Science prelims consist of 16 hours of written examinations in the following areas:

Communication processes and contexts (8 hours): four hours each in two major topic areas in the field focusing on theories and major empirical findings
Specialization (4 hours): four hours in the student's area of specialization; typically, the dissertation research dictates the area of specialization
Quantitative research methodology and theory construction (4 hours): this portion of the exam may include questions addressing statistics, research design, measurement, and the construction and evaluation of theory

Film prelims consist of 12 hours of written examination divided across the following four concentrations:

Film theory (3 hours)
Film history (3 hours)
Film analysis and criticism (3 hours)
Area of specialization determined in consultation with the student’s advisor (3 hours)

Media and Cultural Studies prelims consists of 24 hours of written examinations as follows: four open-book essay exams, six hours each, taken on separate days. The examination covers a combination of general and specialized areas in relation to the planned dissertation project, to be chosen in a group consultation with the student’s advisor and major faculty.

Rhetoric, Politics, and Culture prelims consist of 12 hours of written examination divided across the following four concentrations:

Rhetorical theory (3 hours)
Rhetorical discourse (3 hours)
Critical method (3 hours)
Area of specialization determined in consultation with the student’s advisor and doctoral committee (3 hours)
Language Requirements

Depending on their dissertation topic, students in the Communication Science and Film areas may need to fulfill a foreign language requirement. The need for such a requirement is determined by the student’s advisor and doctoral committee.

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a minor of at least 9 credits.

REQUIRED COURSES

Successful completion of the Ph.D. requires a minimum of 51 credit hours, which includes coursework, independent study, and research credits.

Credit hours taken towards the completion of a master’s degree in the Department of Communication Arts may count toward this requirement. Credit hours taken while enrolled as a graduate student outside of the department and UW–Madison may count toward this requirement with the approval of the Graduate Committee. The department requires that a minimum of 40 credit hours must be completed in residence.

Communication Science Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>At least one additional course in research methods (see below for options)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>One additional course in statistics (see list below for options)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>At least four additional courses at the 700 level or above. Only one of these courses may be COM ARTS 799.</td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

COM ARTS 904 Communication Science Colloquium 2

Completion of a 9-credit minor

Research

Students complete enough credits of research to reach the minimum credit requirement, as needed.

COM ARTS 990

Total Credits 51

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 One credit of COM ARTS 904 Communication Science Colloquium must be taken each semester, a minimum of four times as a master's student and two times as a doctoral student.

Statistics Course options

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 763</td>
<td>Regression Models in Education</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 773</td>
<td>Factor Analysis, Multidimensional Scaling and Cluster Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/CURRIC/ L I S 803</td>
<td>Computational Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 871</td>
<td>Test Theory II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 960</td>
<td>Structural Equation Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ELPA 964</td>
<td>Hierarchical Linear Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 965</td>
<td>Applied Bayesian Statistics for Education Research</td>
<td>3</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 360</td>
<td>Statistics for Sociologists I</td>
<td>4</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 361</td>
<td>Statistics for Sociologists II</td>
<td>3</td>
</tr>
<tr>
<td>SOC 362</td>
<td>Statistics for Sociologists III</td>
<td>3</td>
</tr>
<tr>
<td>SOC 952</td>
<td>Seminar-Mathematical and Statistical Applications in Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

Research Methods options

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 771</td>
<td>Test Construction</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ COUN PSY/CURRIC/ ED POL/ELPA/ RP &amp; SE 788</td>
<td>Qualitative Research Methods in Education: Field Methods I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ COUN PSY/CURRIC/ ED POL/ELPA/ RP &amp; SE 789</td>
<td>Qualitative Research Methods in Education: Field Methods II</td>
<td>3</td>
</tr>
</tbody>
</table>
### Communication Arts, Ph.D.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYCH 610</td>
<td>Design and Analysis of Psychological Experiments I</td>
<td>4</td>
</tr>
<tr>
<td>PSYCH 710</td>
<td>Design and Analysis of Psychological Experiments II</td>
<td>4</td>
</tr>
<tr>
<td>POLI SCI 812</td>
<td>Introduction to Statistical Methods in Political Science</td>
<td>3</td>
</tr>
<tr>
<td>POLI SCI 813</td>
<td>Multivariable Statistical Inference for Political Research</td>
<td>3</td>
</tr>
<tr>
<td>POLI SCI 818</td>
<td>Maximum Likelihood Estimation</td>
<td>3</td>
</tr>
</tbody>
</table>

### Film Track

Graduate students who enter the program at the Ph.D. level (i.e., M.A. in hand from another Film/Media program) may have some components of the master’s requirements waived. Students entering at the Ph.D. level should work with their advisors directly upon arrival to determine course equivalency and map out an effective course of study.

**Code**

<table>
<thead>
<tr>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Historiography Course</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 958 Seminar in Film History</td>
<td>2-3</td>
</tr>
<tr>
<td>or COM ARTS 955 Media History and Historiography</td>
<td></td>
</tr>
<tr>
<td>One additional course in either National Cinema or Modes-and-Practices (see list below for options)</td>
<td>3</td>
</tr>
<tr>
<td>One additional 900-level seminar</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 902 Film Colloquium</td>
<td>4</td>
</tr>
<tr>
<td><strong>Additional Electives</strong></td>
<td>18</td>
</tr>
<tr>
<td><strong>Minor</strong></td>
<td>9</td>
</tr>
</tbody>
</table>

**Research**

Students complete enough credits of reasearch to reach the minimum credit requirement, as needed.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM ARTS 990</td>
<td>Research and Thesis</td>
<td></td>
</tr>
</tbody>
</table>

### Total Credits

51

---

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 One credit of COM ARTS 902 Film Colloquium must be taken each semester, for a total of eight credits across the M.A. and Ph.D. requirements.

---

### Media and Cultural Studies Track

All students are required to complete at least 24 credits at the 600 and above.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM ARTS 950 Seminar-Radio Television Film</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>or COM ARTS 955 Media History and Historiography</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COM ARTS 903 Media and Cultural Studies Colloquium</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

**Electives**

Eight courses at the 300-level or above in consultation with the advisor. At least six credits must be in MCS (in addition to those listed above).

**Minor**

9

**Research**

Students complete enough credits of reasearch to reach the minimum credit requirement, as needed.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM ARTS 990</td>
<td>Research and Thesis</td>
<td></td>
</tr>
</tbody>
</table>

### Total Credits

51

---

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Students may only take COM ARTS 955 Media History and Historiography once.

3 One credit of COM ARTS 903 Media and Cultural Studies Colloquium must be taken each semester, for a total of four credits.

---

### Rhetoric, Politics, and Culture Track

**Code**

<table>
<thead>
<tr>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM ARTS 570 Classical Rhetorical Theory</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 571 Contemporary Rhetorical Theory</td>
<td>3</td>
</tr>
<tr>
<td>or COM ARTS 969 Seminar: Contemporary Rhetorical Theory</td>
<td></td>
</tr>
<tr>
<td>COM ARTS 976 Seminar in Rhetorical Criticism</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 905 Rhetoric Colloquium</td>
<td>4</td>
</tr>
</tbody>
</table>

**Electives (300 level and above)**

At least two courses must be in COM ARTS.

At least two courses must be at the 700 level and above.

At least one course must have primary content focused on issues of race and ethnicity.

**Additional Ph.D. Requirements**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM ARTS 905</td>
<td>Electives</td>
<td>2</td>
</tr>
<tr>
<td><strong>Minor</strong></td>
<td>9</td>
<td></td>
</tr>
</tbody>
</table>

**Research**

Students complete enough credits of reasearch to reach the minimum credit requirement, as needed.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM ARTS 990</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Total Credits

54
The department's minimum criteria for good standing are:
face loss of funding and/or dismissal from the program.
Students whose progress is rated unsatisfactory by their faculty may order to be considered to be making satisfactory progress in the program.
to be eligible for teaching assignments, awards, and fellowships, and in
All graduate students must stay "in good standing" in the department
PROBATION
degree is not allowed to satisfy requirements.
degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.
PRIOR COURSEWORK
MAJOR-SPECIFIC POLICIES
GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

GRADUATE SCHOOL POLICIES
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MAJOR-SPECIFIC POLICIES

PRIORITY COURSEWORK

GRADUATE WORK FROM OTHER INSTITUTIONS
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–MADISON UNDERGRADUATE
With program approval, students are allowed to count no more than 7 credits of graduate coursework taken as a UW–Madison undergraduate student. Coursework earned five or more years prior to admission to a master's degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–MADISON UNIVERSITY SPECIAL
With program approval, students are allowed to count no more than 15 credits of graduate coursework taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master's degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
All graduate students must stay "in good standing" in the department to be eligible for teaching assignments, awards, and fellowships, and in order to be considered to be making satisfactory progress in the program. Students whose progress is rated unsatisfactory by their faculty may face loss of funding and/or dismissal from the program.

The department's minimum criteria for good standing are:

1. Timely progress through the program, consisting of successful completion of M.A. requirements and compliance with coursework, advising, and thesis/comprehensive exam expectations.
2. A cumulative grade point average for coursework within the department of 3.5 or above.
3. No grades of Incomplete on the student's record.
4. Fulfillment of responsibilities for teaching/project assistantships or lectureships.

ADVISOR / COMMITTEE
Although an initial faculty advisor is assigned to each student during the summer prior to matriculation in the graduate program, students should seek out regular advisors by the end of their first year in residence. The regular advisor should be a faculty member whose research interests and methodological expertise match closely to those that the student intends to acquire. While no faculty member is obliged to accept a student's request to serve as advisor, invitations are usually accepted except where the faculty member judges that a different advisor would serve the student's needs and interests better.

Early in the semester in which the preliminary exams will be completed, students will form a prelim committee consisting of three to four faculty members, one of which is the student's advisor. In the case of preliminary examinations, all committee members will write exam questions, read the answers, and sit on the prelim defense.

Upon passing preliminary examinations, students will form a dissertation proposal committee, consisting of three to four faculty members, one of which is the student’s advisor. Before the student may proceed with writing the dissertation, the proposal must be approved by the dissertation proposal committee. While writing the dissertation, a student must obtain the approval of the advisor for modifications to the dissertation that depart significantly from the proposal.

Once the dissertation proposal has been approved, the student must form a dissertation committee. The dissertation committee serves as the final oral committee before whom the student must defend the completed dissertation manuscript. Often the members of the dissertation proposal committee serve on the dissertation committee as well, but the membership of the two committees may differ. A dissertation committee consists of at least four members, three of whom must be UW–Madison graduate faculty: the student’s advisor, at least two additional members from the student’s primary area of concentration, and at least one member from outside the department which may be someone on campus or from another institution. All members of a student’s dissertation committee must be designated as “readers,” defined as committee members who commit themselves to closely reading and reviewing the entire dissertation.

In exceptional circumstances, the student may seek a formal co-advisor for their dissertation committee. The department recognizes two situations in which this may be appropriate: (1) the student’s dissertation project genuinely pursues an interdisciplinary topic that requires the equal involvement of a faculty member in Communication Arts and a faculty member in another department at UW–Madison; or (2) the student’s advisor retires or resigns from the University, and the student cannot complete the dissertation within one year of the retirement or resignation, which requires the student to seek a new advisor in the department. (For the second situation, this person becomes the newly selected advisor.)

CREDITS PER TERM ALLOWED
10-credit maximum unless additional credits are approved by faculty advisor, up to 15

TIME CONSTRAINTS
A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.
GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities that may impact work performance)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Incoming M.A. students are generally offered 5 academic years (fall semester and spring semester) of support in the form of teaching assistantships, project assistantships, fellowships, and lectureships. Incoming Ph.D. students are generally offered 3 years of support. This support includes a stipend, tuition remission, and benefits.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

Graduate students should consider opportunities for professional development as they begin their programs of graduate study. As students plan programs of study, participation in campus and disciplinary organizations, scholarly presentations at academic conferences, and potential outlets for publication of research, they should consider the ways that these activities begin to establish areas of scholarly and pedagogical competence, connections with other researchers and teachers in the field, and audiences for their scholarship. Some of the best resources for professional development are the people—both faculty and other graduate students—in the Department of Communication Arts. These people may serve as sources of valuable advice and information, and their actions may provide examples of practices that promote professional development. Further, campus-wide resources are available to enrich students' graduate studies and enhance their professional skills.

DEPARTMENT RESOURCES FOR PROFESSIONAL DEVELOPMENT

Two important departmental resources for professional development are a graduate student's advisor and the department colloquia.

The advisor is concerned with a graduate student's academic progress as well as with the professional development of advisees. Throughout a graduate student's residence in the program (and often beyond), an advisor will discuss and answer questions and concerns about professional development. For instance, as submission deadlines to academic conferences approach, an advisor may discuss with a student potential submission options and the appropriate venues for these submissions. If a student is working on revising a seminar paper for potential publication in an academic journal, an advisor will often guide the student through the revision process. When a student is applying for jobs, an advisor will often edit application materials. When a student is interviewing for a position or negotiating a job offer, an advisor will often provide tips for how to proceed.

The department colloquia offers additional resources for professional development. The four areas of study (Communication Science; Film; Media and Cultural Studies; and Rhetoric, Politics, and Culture) hold individual and joint colloquia on most Thursday afternoons during the academic year. Often, these colloquia are devoted to research presentations from department faculty and graduate students as well as campus visitors. Sometimes, the colloquia will address issues of professional development. Colloquia topics on professional development include practicing conference presentations; preparing a teaching dossier; practicing job talks; negotiating the revise and resubmit process in journal publishing; and networking. Colloquia on professional development engage graduate students in discussion on professional topics, workshop materials, and offer advice on best practices.

FACULTY REVIEWS OF GRADUATE STUDENT TEACHING

Since most Communication Arts Ph.D.s pursue academic careers, developing teaching skills constitutes an important aspect of professionalization. Some colleges and universities may ask a student to prepare a teaching demonstration as part of the on-campus interview process, or otherwise seek evaluation and evidence of a graduate student's teaching abilities. To facilitate the development of graduate student teaching, faculty will provide reviews of teaching assistants (TA) in courses in which they have worked directly with graduate students in the classroom. Graduate students should expect these reviews in every semester in which they serve as a TA in one of these faculty-led courses (e.g., a lecture-discussion section course taught by a faculty member). These reviews are intended to help students identify strengths in their teaching as well as areas in which they may improve. In relevant courses, faculty will deposit an electronic copy of a teaching review with the graduate coordinator no more than two weeks after a semester has concluded. The graduate coordinator will maintain files of teaching
reviews for each graduate student in the department. The graduate coordinator will send a copy of the review to the student’s advisor. Faculty also will share a copy of the review with the student reviewed, who may wish to incorporate favorable reviews and quotations into a teaching dossier. Graduate students should feel welcome to discuss all reviews with their supervising faculty members. Graduate students should note, too, that these reviews will assist faculty in addressing matters of pedagogy when preparing letters of recommendation for academic employment, which will benefit students in their job searches.

TRAVEL TO MEETINGS AND CONFERENCES
The Department of Communication Arts provides a once-per-academic-year travel stipend for those students who will be presenting a paper at an academic conference. Students who are not residing in Madison during the semester in which they present at a conference are not eligible for funding.

INSTRUCTIONAL MEDIA CENTER
Located on the third floor of Vilas Hall, the Instructional Media Center (IMC) provides media and technology services for the entire department. The IMC houses the Hamel Family Digital Media Lab, the Walter Mirisch Seminar Room, and Communication Arts media production classrooms. The IMC circulates laptops, video projectors, and other equipment to graduate students for instruction and short-term use. The IMC also maintains a media library containing thousands of DVDs and blu-rays of films, television shows, video games, and off-air recordings. Graduate students may check out any item not reserved for classroom use for their research. IMC staff can assist graduate students with their research needs. Upon request, the IMC can provide film to video transfers, media creation (files, DVDs, blu-rays), and video capture, as well as training in these areas. The IMC provides assistance for the Center for Communication Research. The IMC is staffed by individuals with a wide range of media knowledge and skills to assist graduate students.

LEARNING OUTCOMES
1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study.
3. Creates research, scholarship, or performance that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of the field of study to society.
6. Communicates complex ideas in a clear and understandable manner.
7. Fosters ethical and professional conduct.

PEOPLE

FACULTY
Professors Kelley Conway (chair), Robert Asen, Jonathan Gray, Robert Glenn Howard, Lea Jacobs, Derek Johnson, Marie-Louise Mares, Zhongdang Pan, Jeff Smith, Lyn Van Swol, and Michael Xenos

Associate Professors Eric Hoyt, Jenell Johnson, Lori Lopez, Sara McKinnon, Jeremy Morris, Ben Singer, and Catalina Toma

Assistant Professors Jason Lopez, Allison Prasch, and Lillie D. Williamson
ADMISSIONS

Students apply to either the named option (sub-major) in "Audiology: Collaborative Program at Stevens Point (http://guide.wisc.edu/graduate/communication-sciences-disorders/audiology-aud/audiology-collaborative-program-stevens-point-aud/#text)" or "Audiology: Collaborative Program at UW-Madison (http://guide.wisc.edu/graduate/communication-sciences-disorders/audiology-aud/audiology-collaborative-program-uw-madison-aud/)."

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial assistance, sometimes available to graduate students in communication sciences and disorders, consists of scholarships, fellowships, traineeships, and project and research assistant positions. Financial assistance is very limited and varies from year to year.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>75 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>75 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>All (100%) of the minimum number of credits (75) must be taken in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments n/a and Examinations

Language n/a Requirements

Doctoral Minor / Breadth Requirements

Audiology doctoral students are not required to complete a doctoral minor; they may pursue a minor if they wish.

REQUIRED COURSES

Select a Named Option (p. 436) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Audiology Consortial Program with UW-Stevens Point Au.D. must select one of the following named options:

View as list

- AUDIOLOGY: COLLABORATIVE PROGRAM AT STEVENS POINT, AU.D. (P. 438)
- AUDIOLOGY: COLLABORATIVE PROGRAM AT UW-MADISON, AU.D. (P. 441)

POLICIES

Students should refer to one of the named options for policy information:

- Audiology: Collaborative Program at Stevens Point (http://guide.wisc.edu/graduate/communication-sciences-disorders/audiology-aud/audiology-collaborative-program-stevens-point-aud/#text)
- Audiology: Collaborative Program at UW-Madison (http://guide.wisc.edu/graduate/communication-sciences-disorders/audiology-aud/audiology-collaborative-program-uw-madison-aud/)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. (Foundations of Practice) Possess knowledge of normal aspects of auditory physiology and behavior over the life span and normal development of speech and language.
2. (Foundations of Practice) Demonstrate an understanding of the effects of hearing loss on communication and educational, vocational, social, and psychological functioning.

3. (Foundations of Practice) Possess knowledge of pathologies related to hearing and balance and their medical diagnosis and treatment.

4. (Foundations of Practice) Demonstrate clinically appropriate oral and written communication skills.

5. (Foundations of Practice) Recognize principles and practices of research, including experimental design, statistical methods, and application to clinical populations.

6. (Prevention, Identification, and Assessment) Screen individuals for hearing impairment and disability/handicap using clinically appropriate, culturally sensitive, and age- and site-specific screening measures.

7. (Prevention, Identification, and Assessment) Demonstrate abilities to assess individuals with suspected disorders of hearing, communication, balance, and related systems.

8. (Prevention, Identification, and Assessment) Evaluate information from appropriate sources and obtaining a case history to facilitate assessment planning.

9. (Prevention, Identification, and Assessment) Conduct and interpret behavioral and/or electrophysiologic methods to assess hearing thresholds, auditory neural function, balance and related systems.

10. (Prevention, Identification, and Assessment) Prepare reports, including interpreting data, summarizing findings, generating recommendations, and developing an audiologic treatment/management plan.

11. (Intervention) Provide intervention services (treatment) to individuals with hearing loss, balance disorders, and other auditory dysfunction that compromises receptive and expressive communication.

12. (Intervention) Develop culturally appropriate, audiologic rehabilitative management plans.

13. (Intervention) Evaluate the efficacy of intervention (treatment) services.

14. (Professional Conduct) Recognize and apply principles of ethical and professional conduct.

15. (Professional Conduct) Apply skills for life-long learning.


17. (Professional Conduct) Possess knowledge of contemporary professional issues and advocacy.

18. (Professional Conduct) Communicate effectively, recognizing the needs, values, preferred mode of communication, and cultural/linguistic background of the patient, family, caregiver, and relevant others.

19. (Professional Conduct) Provide counseling and supportive guidance regarding hearing and balance disorders to patients, family, caregivers, and relevant others.

**PEOPLE**

Information about faculty and staff can be found on the program's website (https://csd.wisc.edu/directory/).

**ACCREDITATION**


**CERTIFICATION/LICENSURE**

Praxis Pass Rate

<table>
<thead>
<tr>
<th>Year of Exam</th>
<th>UW-Madison Graduates: All Attempts</th>
<th>National All Attempt</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020-2021</td>
<td>100%</td>
<td>Not Available</td>
</tr>
<tr>
<td>2019-2020</td>
<td>100%</td>
<td>Not Available</td>
</tr>
<tr>
<td>2018-2019</td>
<td>100%</td>
<td>Not Available</td>
</tr>
</tbody>
</table>

**PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)**

The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:


The requirements of this program do not meet Certification/Licensure in the following states:

Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:

American Samoa, Northern Mariana Islands
This is a named option within the Audiology Au.D. (http://guide.wisc.edu/graduate/communication-sciences-disorders/audiology-aud/#text)

The Au.D. program is a four-year professional doctorate program offered jointly by the UW–Madison Department of Communication Sciences and Disorders and the UW–Stevens Point School of Communication Sciences and Disorders.

The program was designed to train professional audiologists through a firm foundation in science and technology. Clerkships and onsite mentoring assure that students graduate with superior clinical skills.

In this unique program, lecture classes are taught simultaneously at both campuses; videoconferencing allows for interaction with students and faculty at the remote campus. Laboratory experiences are taught separately, using the same curriculum, on each campus. Summer academic course work is entirely online, and clinical experiences take place both on and off campus.


ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

An undergraduate major in communication sciences and disorders is recommended, but not required, for admission to the Au.D. program. If you do not have an undergraduate degree in communication sciences and disorders, you must make up any coursework deficiencies before your graduate study.

Students apply to either the named option (sub-major) in "Audiology: Collaborative Program at Stevens Point" or "Audiology: Collaborative Program at UW-Madison." (http://guide.wisc.edu/graduate/communication-sciences-disorders/audiology-aud/audiology-collaborative-program-stevens-point-aud/#text)

Apply Online

Fall Application Deadline: January 15

NOTABLE ADVICE

- Submit all materials one week prior to deadline. Late and incomplete applications will not be considered.
- File your application early. Do not wait until you can gather all your materials. It is better to file early and send additional items as they become available.
- Track your application status. After submission of your application, you will receive a link to a personal web page where you can track your application status. We update this page as we receive your materials, usually within two weeks of receipt.
- For more information, review the UW–Madison Graduate School Steps to Apply (http://grad.wisc.edu/admissions/process/) and Admissions FAQs (http://grad.wisc.edu/admissions/faq/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial assistance, sometimes available to graduate students in communication sciences and disorders, consists of scholarships, fellowships, traineeships, and project and research assistant positions. Financial assistance is very limited and varies from year to year.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>MODE</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
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<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
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CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum</th>
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<tr>
<td>Graduate Credit Requirement</td>
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</table>

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum</th>
<th>Credit Requirement</th>
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<tbody>
<tr>
<td>Graduate Coursework</td>
<td>All (100%) of the minimum number of credits (75) must be taken in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
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<table>
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<tr>
<th>Requirement</th>
<th>Overall</th>
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<tr>
<td>Graduate GPA Requirement</td>
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</table>

Other Grade Requirements                      
The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations: Consult the program for specific requirements.

Language Requirements: Contact the program for information on any language requirements.

Doctoral Minor / Breadth Requirements: Audiology doctoral students are not required to complete a doctoral minor; they may pursue a minor if they wish.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Year 1, Fall Semester</th>
</tr>
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<tbody>
<tr>
<td>Code</td>
</tr>
<tr>
<td>CS&amp;D 850</td>
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<td>CS&amp;D 424</td>
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</thead>
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<td>CS&amp;D 899</td>
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<table>
<thead>
<tr>
<th>Year 2, Summer Semester</th>
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</thead>
<tbody>
<tr>
<td>Code</td>
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<td>CS&amp;D 893</td>
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<th>Year 3, Fall Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Code</td>
</tr>
<tr>
<td>CS&amp;D 806</td>
</tr>
</tbody>
</table>

Credits
A student failing to maintain a minimum GPA of 3.0 will be placed on academic probation and will be required to raise his/her GPA to 3.0 or above in the following semester. If the GPA is not raised to 3.0 or above in the following semester, the student will be dismissed from the program. A student receiving a course grade less than “B” shall receive a written warning reminding the student of the “no more than two grades below a “B” rule and shall be placed on academic probation.

Students who are having difficulty with essential abilities and/or meeting competencies in coursework will receive a written improvement plan. An improvement plan specifies the ASHA standards and competencies that the student has not met, as well as a statement explaining what the student must do to meet competency level and a statement explaining what the faculty will do to provide opportunities for improved performance. An improvement plan may require the student to retake an examination or even repeat an entire course if deemed necessary by the academic instructor. If a student has an improvement plan, he/she should communicate regularly with each academic instructor to discuss the plan each semester the plan is in place. The student is responsible for scheduling these communications.

In addition to the department's probation policy, the Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**
When students are admitted to the Au.D. program, they are provided with a course sequence for the entire program. It is strongly recommended that students adhere to this sequence, although modifications to the plan may be made in consultation with the Au.D. program advisor and the director of clinical education. Every graduate student is required to have an advisor. The Au.D. program advisor is the assigned advisor for students in the Au.D. program. Students can be suspended from the Graduate School if they do not have an advisor.

**CREDITS PER TERM ALLOWED**
14 credits

**TIME CONSTRAINTS**
Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Consult the program for additional program-specific time constraints.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffProvost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

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PEOPLE

Information about faculty and staff can be found on the program’s website (https://csd.wisc.edu/directory/).

AUDIOLOGY: COLLABORATIVE PROGRAM AT UW-MADISON, AU.D.

This is a named option within the Audiology Au.D. (http://guide.wisc.edu/graduate/communication-sciences-disorders/audiology-aud/#text)

The Au.D. program is a four-year professional doctorate program offered jointly by the UW–Madison Department of Communication Sciences and Disorders and the UW–Stevens Point School of Communicative Disorders.

The program was designed to train professional audiologists through a firm foundation in science and technology. Clerkships and onsite mentoring assure that students graduate with superior clinical skills.

In this unique program, lecture classes are taught simultaneously at both campuses; videoconferencing allows for interaction with students and faculty at the remote campus. Laboratory experiences are taught separately, using the same curriculum, on each campus. Summer academic course work is entirely online, and clinical experiences take place both on and off campus.


ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirments/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tr>
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<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
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<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
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</tr>
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</tr>
<tr>
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<td>3</td>
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</table>

An undergraduate major in communication sciences and disorders is recommended, but not required, for admission to the Au.D. program. If you do not have an undergraduate degree in communication sciences and disorders, you must make up any coursework deficiencies before your graduate study.

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GRADUATE SCHOOL RESOURCES

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PROGRAM RESOURCES

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REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

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CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>75 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>75 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>All (100%) of the minimum number of credits (75) must be taken in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
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</tr>
</tbody>
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Assessments and Examinations

Consult the program for specific requirements.

Language Requirements

Contact the program for information on any language requirements.

Doctoral Minor / Breadth Requirements

Audiology doctoral students are not required to complete a doctoral minor; they may pursue a minor if they wish.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
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<td>Year 1, Fall Semester</td>
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<tr>
<td>CS&amp;D 850</td>
<td>Hearing Science I: Basic Acoustics and Psychoacoustics</td>
<td>3</td>
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<td>CS&amp;D 852</td>
<td>Hearing Assessment</td>
<td>2</td>
</tr>
<tr>
<td>CS&amp;D 853</td>
<td>Hearing Assessment Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>CS&amp;D 854</td>
<td>Electroacoustics and Instrument Calibration</td>
<td>2</td>
</tr>
<tr>
<td>CS&amp;D 855</td>
<td>Electroacoustics and Calibration Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>CS&amp;D 891</td>
<td>Clerkship in Audiology I</td>
<td>2</td>
</tr>
<tr>
<td>CS&amp;D 424</td>
<td>Sign Language I (optional if not completed in undergrad)</td>
<td>2</td>
</tr>
<tr>
<td>Year 1, Spring Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CS&amp;D 832</td>
<td>Pediatric Audiology</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 856</td>
<td>Amplification Systems I</td>
<td>2</td>
</tr>
<tr>
<td>CS&amp;D 857</td>
<td>Laboratory in Amplification Systems I</td>
<td>1</td>
</tr>
<tr>
<td>CS&amp;D 858</td>
<td>Physiological Assessment in Audiology I</td>
<td>2</td>
</tr>
<tr>
<td>CS&amp;D 859</td>
<td>Laboratory in Physiological Assessment of the Auditory System I</td>
<td>1</td>
</tr>
<tr>
<td>CS&amp;D 891</td>
<td>Clerkship in Audiology I</td>
<td>2</td>
</tr>
</tbody>
</table>
### Year 1, Summer Semester
- **CS&D 833**: Occupational Audiology (2 credits)
- **CS&D 892**: Clerkship in Audiology II (3 credits)

### Year 2, Fall Semester
- **CS&D 835**: Clinical Research Methods (3 credits)
- **CS&D 860**: Physiological Assessment in Audiology II (2 credits)
- **CS&D 861**: Laboratory in Physiological Assessment of the Auditory System II (1 credit)
- **CS&D 845**: The Human Balance System: Structure, Assessment, and Rehabilitation (2 credits)
- **CS&D 846**: The Human Balance System: Laboratory (1 credit)
- **CS&D 892**: Clerkship in Audiology II (2 credits)

### Year 2, Spring Semester
- **CS&D 849**: Geriatric Audiology: Diagnosis and Rehabilitation (2 credits)
- **CS&D 862**: Auditory and Vestibular Pathologies II (3 credits)
- **CS&D 865**: Practice Management (2 credits)
- **CS&D 866**: Amplification Systems II (2 credits)
- **CS&D 892**: Clerkship in Audiology II (2 credits)
- **CS&D 899**: Capstone Study in Audiology (1 credit)

### Year 2, Summer Semester
- **CS&D 806**: Professional Issues: Medical Issues (1 credit)
- **CS&D 893**: Clerkship in Audiology III (3 credits)

### Year 3, Fall Semester
- **CS&D 863**: Implantable Auditory Prostheses (2 credits)
- **CS&D 834**: Counseling in Audiology (2 credits)
- **CS&D 899**: Capstone Study in Audiology (3 credits)
- **CS&D 893**: Clerkship in Audiology III (3 credits)

### Year 3, Spring Semester
- **CS&D 865**: Practice Management (alternate years) (2 credits)
- **CS&D 867**: School Methods for Audiologists (1 credit)
- **CS&D 836**: Pediatric Habilitation/Rehabilitation (3 credits)
- **CS&D 899**: Capstone Study in Audiology (3 credits)
- **CS&D 893**: Clerkship in Audiology III (3 credits)

### Year 3, Summer Semester
- **CS&D 894**: Externship in Audiology (3 credits)

### Year 4, Fall Semester
- **CS&D 921**: Seminar-Problems in Audiology (3 credits)
- **CS&D 894**: Externship in Audiology (3 credits)

### Year 4, Spring Semester
- **CS&D 921**: Seminar-Problems in Audiology (3 credits)
- **CS&D 894**: Externship in Audiology (3 credits)

### POLICIES

#### GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

#### NAMED OPTION-SPECIFIC POLICIES

##### PRIOR COURSEWORK
**Graduate Work from Other Institutions**
No prior coursework from other institutions is allowed.

**UW–Madison Undergraduate**
Up to 6 credits from a UW–Madison undergraduate degree are allowed to count toward the degree. If the courses are numbered 500 and above, the credits may be counted toward the overall graduate credit requirement; if the courses are numbered 700 or above, they may count toward both the minimum graduate degree requirements and minimum graduate coursework (50%) requirement.

**UW–Madison University Special**
No prior coursework from UW–Madison University Special career is allowed.

##### PROBATION

A student failing to maintain a minimum GPA of 3.0 will be placed on academic probation and will be required to raise his/her GPA to 3.0 or above in the following semester. If the GPA is not raised to 3.0 or above in the following semester, the student will be dismissed from the program. A student receiving a course grade less than “B” shall receive a written warning reminding the student of the “no more than two grades below a “B” rule and shall be placed on academic probation.

Students who are having difficulty with essential abilities and/or meeting competencies in coursework will receive a written improvement plan. An improvement plan specifies the ASHA standards and competencies that the student has not met, as well as a statement explaining what the student must do to meet competency level and a statement explaining what the faculty will do to provide opportunities for improved performance. An improvement plan may require the student to retake an examination or even repeat an entire course if deemed necessary by the academic instructor. If a student has an improvement plan, he/she should communicate regularly with each academic instructor to discuss the plan each semester the plan is in place. The student is responsible for scheduling these communications.

In addition to the department’s probation policy, the Graduate School regularly reviews the record of any student who earned grades of B, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

#### ADVISOR / COMMITTEE
When students are admitted to the Au.D. program, they are provided with a course sequence for the entire program. It is strongly recommended that students adhere to this sequence, although modifications to the
plan may be made in consultation with the Au.D. program advisor and the director of clinical education. Every graduate student is required to have an advisor. The Au.D. program advisor is the assigned advisor for students in the Au.D. program. Students can be suspended from the Graduate School if they do not have an advisor.

**CREDITS PER TERM ALLOWED**

14 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Consult the program for additional program-specific time constraints.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

n/a
The Normal Aspects of Speech, Language, and Hearing track\(^1\) is a non-clinical degree. Most students complete this degree as a first step toward a Ph.D.

\(^1\) These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

The program is open to individuals who have completed an undergraduate degree and who meet the minimum admission requirements of the Graduate School and the department. Entering students who do not have undergraduate majors in communicative disorders will typically be required to take prerequisite course work, which may lengthen the time require to earn a graduate degree.

**APPLICATION**

Fall Application Deadline: January 15

**ADMISSION REQUIREMENTS**

All potential master’s degree applicants must meet the Graduate School’s admission requirements, as well as department-specific requirements.

**GRADUATE SCHOOL REQUIREMENTS**

UW-Madison Graduate School Requirements for Admission (http://grad.wisc.edu/admissions/requirements/)

- A minimum grade point average (GPA) of 3.0 (4.0 = A); however, the students we accept into the program typically have much higher GPAs

**PROGRAM PREREQUISITES**

You must complete the following undergraduate courses before beginning graduate course work:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS&amp;D 201</td>
<td>Anatomy and Physiology of Speech Production</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 202</td>
<td>Normal Aspects of Hearing</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 240</td>
<td>Language Development in Children and Adolescents</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 315</td>
<td>Phonetics and Phonological Development</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 318</td>
<td>Voice, Craniofacial, and Fluency Disorders</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 320</td>
<td>Introduction to Audiology</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 371</td>
<td>Pre-Clinical Observation of Children and adults</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 425</td>
<td>Auditory Rehabilitation</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 440</td>
<td>Child Language Disorders, Assessment and Intervention</td>
<td>3</td>
</tr>
</tbody>
</table>

In addition to the above courses, you will need a course in each of the following areas:

- Biological sciences
- Physical sciences (chemistry or physics)
- Statistics
- Social/behavioral sciences

The American Speech-Language-Hearing Association (ASHA) standards now specify that a course in each of these areas is required for ASHA certification. For additional details, visit ASHA’s website Standard IV-A (http://www.asha.org/Certification/2014-Speech-Language-Pathology-Certification-Standards/).

If you choose to complete prerequisites at UW-Madison before applying for graduate study, you must apply to the Capstone Program (http://guide.wisc.edu/nondegree/capstone/communication-sciences-disorders-capstone-certificate/). These courses typically can be completed within two semesters. Equivalent courses from another university or department will be considered on a case-by-case basis.

**LETTERS OF RECOMMENDATION**

These letters should address your potential for academic success in graduate school. At least two should come from instructors who have knowledge of your academic performance. The third may come from a clinical supervisor, employer, or other individual who has knowledge of your academic potential and likelihood for success in graduate school.

No more than three.

**REASONS FOR GRADUATE STUDY**

This is an opportunity for you to highlight experiences, related skills, and personal attributes which make you an exceptional candidate. 1-3 pages, single-spaced.
**APPLICATION FEE**

UW–Madison charges a non-refundable $75 application fee that must be paid by credit card (Master Card or Visa) or debit card. In addition to the $75 application fee, non U.S. citizens will be charged a $6 international document processing fee.

There are also limited application fee grants available. Check the UW–Madison Graduation Application Fee grants (https://grad.wisc.edu/admissions/fee/grants/) to see if you qualify. Please note that fee grant applications must be submitted before you application and can take two weeks to process so you should plan to submit fee grant applications by December 1st with consideration of holidays.

**CV OR RESUME**

Include honors and awards

**TRANSCRIPTS**

Upload a copy of your unofficial transcripts. These show grades earned at every college or university you have attended, including study abroad. If admitted, the Graduate School will request official transcripts.

**SUPPLEMENTAL APPLICATION**

Fill out the supplemental application that is found in the online graduate school application.

**OFFICIAL TOEFL SCORES**

If your native language is not English, or your undergraduate instruction was not in English, a TOEFL score is required. Use institution code 1846. You may take the test more than once; we will consider the scores from your best testing date. Only official scores, submitted directly from ETS, from within the last five years and submitted by the application deadline will be accepted.

**NOTABLE ADVICE**

- Submit all materials one week prior to deadline. Late and incomplete applications will not be considered.
- File your application early. Do not wait until you can gather all your materials. It is better to file early and send additional items as they become available.
- Track your application status. After submission of your application, you will receive a link to a personal web page where you can track your application status. We update this page as we receive your materials, usually within two weeks of receipt.
- For more information, review the UW–Madison Graduate School “Steps to Apply” (http://grad.wisc.edu/admissions/process/) and “Admissions FAQ” (http://grad.wisc.edu/admissions/faq/).

**FUNDING**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Financial assistance, sometimes available to graduate students in communication sciences and disorders, consists of scholarships, fellowships, traineeships, and project and research assistant positions. Financial assistance is very limited and varies from year to year. Students who are considering applying for financial aid should contact the department for further information.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p.13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</th>
<th>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</th>
<th>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</th>
<th>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</th>
<th>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Speech–Language Pathology track: 40 credits</th>
<th>Normal Aspects of Speech, Language, and Hearing track: 33 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>Speech–Language Pathology track: 40 credits</td>
<td>Normal Aspects of Speech, Language, and Hearing track: 33 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>Speech–Language Pathology track: 40 credits</td>
<td>Normal Aspects of Speech, Language, and Hearing track: 33 credits</td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement

Speech–Language Pathology track: All but 3 credits of the minimum 40 credits for the degree must be taken in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/).

Normal Aspects of Speech, Language, and Hearing track: All of the minimum number of credits (33) must be taken in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the University’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/).

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

n/a

Required Courses

**Speech–Language Pathology Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1, Fall Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CS&amp;D 503</td>
<td>Neural Mechanisms of Speech, Hearing and Language</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 703</td>
<td>Language and Learning Disorders of Children</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 706</td>
<td>Management and Assessment of Voice Disorders</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 790</td>
<td>Practicum in Communicative Disorders</td>
<td>2</td>
</tr>
<tr>
<td>Year 1, Spring Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CS&amp;D 704</td>
<td>Acquired Language and Cognitive-Communication Disorders in Adults</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 705</td>
<td>Motor Speech Disorders/ Augmentative and Alternative Communication</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 707</td>
<td>Swallowing Disorders</td>
<td>2-3</td>
</tr>
<tr>
<td>CS&amp;D 709</td>
<td>Language Development and Disorders in School Age Populations: School Methods and Procedures</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 713</td>
<td>Introduction to Medical Speech Pathology</td>
<td>1</td>
</tr>
<tr>
<td>CS&amp;D 790</td>
<td>Practicum in Communicative Disorders</td>
<td>2</td>
</tr>
<tr>
<td>Summer Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CS&amp;D 713</td>
<td>Introduction to Medical Speech Pathology</td>
<td>1</td>
</tr>
<tr>
<td>CS&amp;D 790</td>
<td>Practicum in Communicative Disorders</td>
<td>2</td>
</tr>
</tbody>
</table>

**Normal Aspects of Speech, Language, and Hearing (non-clinical) Track**

A minimum of 33 credits and a thesis is required. While the curriculum is individually designed for the specific student, it includes many of the same academic courses as in the Speech-Language Pathology Track curriculum above.

Because an emphasis on Normal Aspects of Speech, Language, and Hearing does not include clinical practice, CURRIC 720, CS&D 790, and CS&D 713 are not part of the curriculum.

**Policies**

**Graduate School Policies**

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MAJOR-SPECIFIC POLICIES

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UW–Madison Undergraduate
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UW–Madison University Special
No prior coursework from UW–Madison University Special career is allowed.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

14 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

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- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, postdoctoral students, faculty and staff)
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- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Ph.D. students typically receive funding in the form of research assistantships and work in their advisor’s research lab.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. (Foundations of Practice) Possess foundational knowledge about basic human communication and swallowing processes.
2. (Foundations of Practice) Identify sources and assemble evidence pertaining to questions or challenges in communication sciences and disorders.
3. (Foundations of Practice) Articulate and critique the theories, research methods, and approaches in speech-language pathology.
4. (Foundations of Practice) Integrate research principles into evidence-based clinical practice.
5. (Foundations of Practice) Apply research findings in the provision of patient care.
6. (Foundations of Practice) Communicate complex ideas in a clear and understandable manner.
7. (Prevention, Identification and Assessment) Conduct screening and prevention procedures.
8. (Prevention, Identification and Assessment) Perform chart review and collect case history from patient interviews and/or relevant others.
9. (Prevention, Identification and Assessment) Select appropriate evaluation instruments/procedures.
10. (Prevention, Identification and Assessment) Administer and score diagnostic tests correctly.
11. (Prevention, Identification and Assessment) Adapt evaluation procedures to meet patient needs.
12. (Prevention, Identification and Assessment) Possess knowledge of etiologies and characteristics for each communication and swallowing disorder.
13. (Prevention, Identification and Assessment) Interpret and formulate diagnosis from test results, history, and other behavioral observations.
14. (Prevention, Identification and Assessment) Make appropriate recommendations for intervention.
15. (Prevention, Identification and Assessment) Complete administrative functions and documentation necessary to support evaluation.
16. (Prevention, Identification and Assessment) Make appropriate recommendations for patient referrals.
17. (Intervention) Develop appropriate treatment plans with measurable and achievable goals.
18. (Intervention) Collaborate with clients/patients and relevant others in the planning process.
19. (Intervention) Implement treatment plans.
20. (Intervention) Select and use appropriate materials/instrumentation.
21. (Intervention) Sequence tasks to meet objectives.
22. (Intervention) Provide appropriate introduction/explanation of tasks.
23. (Intervention) Measure and evaluate patients’ performance and progress.
24. (Intervention) Use appropriate models, prompts, or cues.
25. (Intervention) Adapt treatment session to meet individual patient needs.
27. (Intervention) Identify and refer patients for services as appropriate.
28. (Professional Conduct) Recognize and apply principles of ethical and professional conduct.
29. (Professional Conduct) Apply skills for life-long learning.
30. (Professional Conduct) Apply intercultural knowledge and competence in their practice.
32. (Professional Conduct) Possess knowledge of contemporary professional issues and advocacy.
33. (Professional Conduct) Communicate effectively, recognizing the needs, values, preferred mode of communication, and cultural/linguistic background of the patient, family, caregiver, and relevant others.
34. (Professional Conduct) Provide counseling and supportive guidance regarding communication and swallowing disorders to patients, family, caregivers, and relevant others.

PEOPLE

Information about faculty and staff can be found on the program’s website (https://csd.wisc.edu/peopleofCSD.htm).

ACCREDITATION

ACCREDITATION
Council on Academic Accreditation in Audiology and Speech-Language-Pathology (https://caa.asha.org/)


CERTIFICATION/LICENSURE

CERTIFICATION/LICENSURE
American Speech–Language–Hearing Association (https://www.asha.org/)

Praxis Pass Rate

<table>
<thead>
<tr>
<th>Year of Exam</th>
<th>UW-Madison Graduates: All Attempts</th>
<th>National All Attempt</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020-2021</td>
<td>100%</td>
<td>Not Available</td>
</tr>
<tr>
<td>2019-2020</td>
<td>100%</td>
<td>Not Available</td>
</tr>
<tr>
<td>2018-2019</td>
<td>100%</td>
<td>Not Available</td>
</tr>
</tbody>
</table>

PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)

The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:

The requirements of this program do not meet Certification/Licensure in the following states:
Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:
American Samoa, Northern Mariana Islands
COMMUNICATION SCIENCES AND DISORDERS, PH.D.

The department offers graduate programs leading to the M.S. and Ph.D. in communication sciences and disorders. An additional program in the department leads to the Au.D. in audiology. The graduate program provides the opportunity for study in the areas of audiology, speech-language pathology, hearing science, language science, and speech science. The purpose of the graduate program is to prepare clinicians, researchers, and teachers who possess a solid foundation in both the theoretical and applied aspects of the discipline of communication sciences and disorders.

The Ph.D. program provides relevant classroom and laboratory experiences for the scholar–researcher interested in communication processes and communicative disorders. A student's academic program will consist of course work within the department and in related areas such as psychology, biology, linguistics, statistics, computer science, and education. Students completing the program will be prepared for careers as university professors, laboratory researchers, and senior clinicians.

Individual programs can be designed for students who wish to pursue professional training/clinical certification (in either speech–language pathology or audiology) and the Ph.D. degree. Such students follow a modified sequence of course work, clinical training, and research experience in order to satisfy all academic and certification requirements in five to six years.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

The program is open to individuals who have completed an undergraduate degree and who meet the minimum admission requirements of the Graduate School and the department. Entering MS/PhD students who do not have undergraduate majors in communicative disorders will typically be required to take prerequisite course work, which may lengthen the time required to earn a graduate degree.

Apply Online

Fall Application Deadline: January 1st

ADMISSION REQUIREMENTS

All potential doctoral degree applicants must meet the Graduate School's admission requirements, as well as department-specific requirements.

GRADUATE SCHOOL REQUIREMENTS

UW–Madison Graduate School Requirements for Admission (http://grad.wisc.edu/admissions/requirements/)

- A minimum grade point average (GPA) of 3.0 (4.0=A); however, the students we accept into the program typically have much higher GPAs

LETTERS OF RECOMMENDATION

These letters should address your potential for academic success in graduate school. At least two should come from instructors who have knowledge of your academic performance. The third may come from a clinical supervisor, employer, or other individual who has knowledge of your academic potential and likelihood for success in graduate school. No more than three.

REASONS FOR GRADUATE STUDY

This is an opportunity for you to highlight experiences, related skills, and personal attributes which make you an exceptional candidate. 1-3 pages, single-spaced.

APPLICATION FEE

UW–Madison charges a non-refundable $75 application fee that must be paid by credit card (Master Card or Visa) or debit card. In addition to the $75 application fee, non U.S. citizens will be charged a $6 international document processing fee.

There are also limited application fee grants available. Check the UW–Madison Graduation Application Fee grants (https://grad.wisc.edu/admissions/feegrants/) to see if you qualify. Please note that fee grant applications must be submitted before you application and can take two weeks to process so you should plan to submit fee grant applications by December 1 with consideration of holidays.

CV OR RESUME

Include honors and awards

TRANSCRIPTS

Upload a copy of your unofficial transcripts. These show grades earned at every college or university you have attended, including study abroad. If admitted, the Graduate School will request official transcripts.

SUPPLEMENTAL APPLICATION

Fill out the supplemental application that is found in the online graduate school application.
OFFICIAL TOEFL SCORES
If your native language is not English, or your undergraduate instruction was not in English, a TOEFL score is required. Use institution code 1846. You may take the test more than once; we will consider the scores from your best testing date. Only official scores, submitted directly from ETS, from within the last five years and submitted by the application deadline will be accepted.

NOTABLE ADVICE
- Submit all materials one week prior to deadline. Late and incomplete applications will not be considered.
- File your application early. Do not wait until you can gather all your materials. It is better to file early and send additional items as they become available.
- Track your application status. After submission of your application, you will receive a link to a personal web page where you can track your application status. We update this page as we receive your materials, usually within two weeks of receipt.
- For more information, review the UW–Madison Graduate School “Steps to Apply” (http://grad.wisc.edu/admissions/process/) and “Admissions FAQ” (http://grad.wisc.edu/admissions/faq/).

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Financial assistance, sometimes available to graduate students in communication sciences and disorders, consists of scholarships, fellowships, traineeships, and project and research assistant positions. Financial assistance is very limited and varies from year to year. Students who are considering applying for financial aid should contact the department for further information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions
- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>54 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>54 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>At least 75% of the minimum number of credits (54) must be taken in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations Requirements</td>
<td>Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Contact the program for information on any language requirements.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>All doctoral students are required to complete a minor.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES
The plan of study must encompass an area of specialization chosen from speech pathology, audiology, language disorders, and normal aspects of speech, hearing and language. Although there are no specific course requirements for the major, the study plan should be comprehensive in scope and should be tailored according to the student's research and academic needs. Students must also satisfy a core requirement by taking the following seminar/courses:
1. Grant writing (3 credits)
2. Research methodology (3 credits). This may include an independent study/directed readings course or a course from outside of the department focused broadly on something related to research methods, depending on the particular student interest.
3. Professional seminar (prosem) (4 semesters; 8 credits)
4. Teaching methods (1 credit or audit).

Student are expected to attend the weekly prosem lectures and attend any doctoral student discussion groups associated with the weekly lectures.

The teaching requirement can be met by taking a 1-credit seminar taught within or outside the department, a 1-credit independent study with the advisor that involves lecturing or developing course materials or student projects, or an independent study with the major advisor that involves reading and discussing scholarly writings that concern teaching. The form of the teaching credit should be discussed with the major advisor and must have the advisor’s approval.

All doctoral students are expected to become proficient in statistical methods. Students are required to have 9 credits of statistical methods at a minimum, which must also include a course on research methods or experimental design. Many students satisfy this requirement by taking courses in the Educational Psychology department or the Statistics department. For instance, a rigorous and worthwhile statistics sequence could be STAT/F&W ECOL/HORT 571 Statistical Methods for Bioscience I and STAT/F&W ECOL/HORT 572 Statistical Methods for Bioscience II plus an experimental design class, such as ED PSYCH 762 Introduction to the Design of Educational Experiments.

### URADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### MAJOR-SPECIFIC POLICIES

#### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

With program approval, students are allowed to count coursework from other institutions. In no case will coursework be considered that was earned ten or more years prior to admission to the Ph.D.

**UW–Madison Undergraduate**

With program approval, students are allowed to count up to 7 credits from coursework for a UW–Madison undergraduate degree. In no case will coursework be considered that was earned ten or more years prior to admission to the Ph.D.

**UW–Madison University Special**

No prior coursework taken as a UW–Madison University Special student is allowed.

#### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

#### ADVISOR / COMMITTEE

When you are admitted as a doctoral student, you will choose an academic advisor who will serve as your sponsor and mentor for the duration of the program. You may change advisors at any time in the course of your program, provided you and your advisor agree on this.

Your academic advisor may be a regular faculty member in the Department of Communication Sciences and Disorders, or may be affiliate or joint faculty. If an affiliate faculty member is serving as your academic advisor, a regular faculty member must be assigned as your departmental contact to regularly review your progress and adherence to departmental requirements.

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

### CREDITS PER TERM ALLOWED

13 credits

#### TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within 5 years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

#### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Ph.D. students typically receive funding in the form of research assistantships and work in their advisor’s research lab.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. (Foundations of Research) Possess foundational knowledge about the particular subject area of the chosen area, and be fully conversant with the classic and contemporary literature.
2. (Foundations of Research) Master data collection techniques specific to their chosen area of research.
3. (Foundations of Research) Fully conversant with the theoretical issues and tensions within their chosen area of research.
4. (Foundations of Research) Gain high-level knowledge and expertise in the statistical analysis of research data and graphical approaches to exploration of data sets.
5. (Foundations of Research) Communicate complex ideas in a clear and understandable manner.
6. (Dissertation) Design and execute an original experiment (or experiments) that clearly fills a gap in the existing literature and is worthy of publication(s) in peer-reviewed journals.
7. (Dissertation) Skill, experience, and knowledge base to defend the dissertation work to a committee of five faculty members.
8. (Professional Conduct) Design and conduct experiments.
9. (Professional Conduct) Formulate research questions that are based on sound analyses of existing literature, and that show evidence of logical argument.
10. (Professional Conduct) Understand how to examine data for patterns that are meaningful and patterns that reflect likely data collection errors.
11. (Professional Conduct) Write research proposals and learn to develop carefully argued proposals and explanations.
12. (Professional Conduct) Make presentations of their research at national and international conferences.
13. (Professional Conduct) Pass a summary exam (6 hours written, 2 hours oral) that admits them to candidacy for the PhD degree.

PEOPLE
Information about faculty and staff can be found on the program’s website (https://csd.wisc.edu/peopleofCSD.htm).

COMMUNITY AND ENVIRONMENTAL SOCIOLOGY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE PROFESSIONAL/CERTIFICATES

• Community and Environmental Sociology, Doctoral Minor (p. 453)

COMMUNITY AND ENVIRONMENTAL SOCIOLOGY, DOCTORAL MINOR

The mission of the Department of Community and Environmental Sociology is to advance knowledge, teaching, and outreach concerning the relationships between human communities (where people live, work, and play) and their biophysical environment. Learning goals for a doctoral minor in community and environmental sociology are to:

1. understand how social science arguments are constructed and evaluated;
2. develop the ability to assess data quality and understand whether data are appropriate to answer specific questions; and
3. learn general theories on basic social processes, especially those related to the relationships among society and the environment and the social organization of communities.

ADMISSIONS

For more information about the minor, contact:
Charlotte Frascona
Comparative Literature and Folklore Studies

Graduate Program Advisor
8127 Sewell Social Science Building
1180 Observatory Drive
frascona@ssc.wisc.edu
608-262-3805

REQUIREMENTS

An Option A minor in Community and Environmental Sociology is composed of 9 credits of graduate-level coursework. Students may enroll in any graduate-only courses (i.e., those numbered 700–999). They may also enroll in any of the advanced graduate–undergraduate courses (i.e., those numbered 300–699) that are either specifically designed for graduate students or assess graduate students separately from undergrads. Such courses carry this designation in the Course Guide: Graduate 50%; Y. A maximum of 3 credits of independent study is allowed.

COMPARATIVE LITERATURE AND FOLKLORE STUDIES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

PEOPLE

Faculty: Professor Livorni (chair, also French and Italian); Associate Professor Livanos; Assistant Professor Fielder; Lecturer Botero. Affiliate Faculty: Professors Adler (German, Nordic, and Slavic), Casid (Art History), Dharwadker (English), Garlough (Gender and Women’s Studies), Gilmore (Landscape Architecture), Goodkin (French and Italian), Guyer (English), Kern (Asian Languages and Cultures), Longinovic (German, Nordic, and Slavic), Rosenblum (Jewish Studies), Valentine (Linguistics) Wells (English); Associate Professors Kapust (Political Science), Neyrat (English); Assistant Professor Grunewald (English), International Affiliate Faculty: Ramalho de Sousa Santos (University of Coimbra, Portugal). See also Faculty (http://clfs.wisc.edu/people/faculty/) on the department website.

COMPUTER SCIENCES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Computer Sciences, Doctoral Minor (p. 454)
• Computer Sciences, M.S. (p. 454)
• Computer Sciences, Ph.D. (p. 461)

PEOPLE

See Faculty (https://www.cs.wisc.edu/people/faculty/) on the department website.

COMPUTER SCIENCES, DOCTORAL MINOR

REQUIREMENTS

Students planning to minor in computer sciences should consult with the department’s Graduate Advising Committee. To obtain a doctoral minor, students must earn at least 9 credit hours in computer sciences courses, meeting the following requirements.

• All credits counted are for courses numbered 400 or above, excluding COMP SCI 400 Programming III.
• At least 3 of the credits counted are for a course that involves a significant amount of programming in a structured language, such as C, C++, or Java. All courses that transitively depend on COMP SCI 400 Programming III meet this requirement.
• At least 3 of the credits counted focus on an area of CS not closely related to the student’s major, as deemed by a member of the Graduate Advising Committee.
• At least 3 of the credits counted are for a course numbered 700 or above that is not an individual instruction course, was taught by a full time faculty member in CS, and for which the student received a grade on the A–F scale of at least B.
• At most 3 credits counted are for individual instruction courses, which are courses with a middle digit 9 that are intended for independent study or research.
• No credits counted are for thesis courses. These are courses with the last two digits 90 that are intended for thesis or project work.
• All credits counted have received a satisfactory grade.
• GPA of the credits counted is at least 3.00.
• No more than 5 credits counted are for coursework completed more than five years prior to admission to the Ph.D. program; no credits counted are for coursework taken 10 years ago or more.

PEOPLE

See Faculty (https://www.cs.wisc.edu/people/faculty/) on the department website.

COMPUTER SCIENCES, M.S.

The Department of Computer Sciences offers the Master of Science and a Doctor of Philosophy in Computer Sciences (p. 461). Research specialty areas include artificial intelligence, computational biology, computer architecture, computer graphics, computer networks, computer security, database systems, human–computer interaction, numerical analysis, optimization, performance analysis, programming languages and compilers, systems research, and theoretical computer sciences. See the department website (https://www.cs.wisc.edu/) for faculty interests, research activities, courses, facilities, and degree requirements.

The Department of Computer Sciences offers two paths to the master’s degree: the Computer Sciences Master’s Program (p. 456) and the Professional Master’s Program (p. 458).
ADMISSIONS

Students apply to the Master of Science in Computer Sciences through one of the named options:

- Computer Sciences (p. 456)
- Professional Program (https://guide.wisc.edu/graduate/computer-sciences/computer-sciences-professional-program-ms/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Funding is offered to about half of the students to whom admission is offered. Funding is usually in the form of fellowships, teaching assistantships, or research assistantships. Because computer science skills are in demand, students who are admitted without funding are often able to find graduate assistantships on campus. The department website (https://www.cs.wisc.edu/academics/graduate-programs/guidebook/financial-aid/) provides information on funding options and offers suggestions for those who are admitted without department funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

Other Grade Requirements

Assessments and Examinations

Language Requirements

REQUIRED COURSES

Select a Named Option (https://guide.wisc.edu/graduate/computer-sciences/computer-sciences-ms/#NamedOptions) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Computer Sciences must select one of the following named options:

- COMPUTER SCIENCES: COMPUTER SCIENCES, M.S. (P. 456)
- COMPUTER SCIENCES: PROFESSIONAL PROGRAM, M.S. (P. 458)

POLICIES

Students should refer to one of the named options for policy information:

- Computer Sciences (p. 456)
- Professional Program (https://guide.wisc.edu/graduate/computer-sciences/computer-sciences-professional-program-ms/)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The Department of Computer Sciences hosts many professional development opportunities including: job fairs, workshops, seminars, talks, employer information sessions, mentoring and student socials. The Department of Computer Sciences student organizations, Student-ACM (SACM) and Women’s ACM (WACM), are active partners in providing professional development opportunities for computer sciences graduate students.

LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in the field of study.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of study.
3. Applies design and development principles in the construction of software systems of varying complexity.
4. Applies foundational principles in practical applications.
5. Independently acquires, synthesizes and applies required information pertaining to challenges in computer science.
6. Communicates clearly in ways appropriate to the field of study.

PEOPLE

See Faculty (https://www.cs.wisc.edu/people/faculty/) on the department website.

COMPUTER SCIENCES: COMPUTER SCIENCES, M.S.

This is a named option within the Computer Sciences M.S. (p. 454)

Research specialty areas include artificial intelligence, computational biology, computer architecture, computer graphics, computer networks, computer security, database systems, human–computer interaction, numerical analysis, optimization, performance analysis, programming languages and compilers, systems research, and theoretical computer sciences. See the department website (https://www.cs.wisc.edu/) for faculty interests, research activities, courses, facilities, and degree requirements.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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Contact admissions@cs.wisc.edu with questions about admissions in the traditional M.S. or the Ph.D. programs.

Please see the Professional Master's Program (p. 458) admission page for professional program admissions information.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Funding is offered to about half of the students to whom admission is offered. Funding is usually in the form of fellowships, teaching assistantships, or research assistantships. Because computer science skills are in demand, students who are admitted without funding are often able to find graduate assistantships on campus. The department website (https://www.cs.wisc.edu/academics/graduate-programs/guidebook/financial-aid/) provides information on funding options and offers suggestions for those who are admitted without department funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

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<td>Letters of Recommendation Required</td>
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advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

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### CURRICULAR REQUIREMENTS

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<td>Minimum Credit</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence</td>
<td>16 credits</td>
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<td>Half of degree coursework (15 out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
<td></td>
</tr>
<tr>
<td>Overall Graduate GPA</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
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</tr>
<tr>
<td>Assessments and Examinations</td>
<td>None</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements</td>
</tr>
</tbody>
</table>

### REQUIRED COURSES

24 credits must be Computer Sciences courses 400 or above. The following courses are not allowed to count toward these 24 credits:

- COMP SCI 400 Programming III
- seminar courses (COMP SCI 900 and COMP SCI/B M E/B M I/BIOCHEM/CBE/GENETICS 915),
- individual instruction courses (COMP SCI 699, COMP SCI 799 and COMP SCI 899), and
- COMP SCI 702.

In addition, at least 15 of the 24 credits must be **Core Credits**, which are Computer Sciences courses numbered 700-889 graded on A-F scale with the following exclusions/qualifications:

- COMP SCI 790 Master’s Thesis normally counts towards core credit. In rare instances, the thesis supervisor or committee may (at the time of evaluation of the thesis work) designate credit awarded for COMP SCI 790 as ineligible for core credit; credit awarded under this scenario may still count towards the 24 qualifying Computer Sciences credits. Credit for COMP SCI 790 is provided as follows: (a) A student can obtain at most 3 credits, all for a project for which a report has been filed with the department and approved by at least one full-time Computer Science faculty member, or (b) the student can obtain at most 6 credits, for a master’s thesis that has been submitted as a departmental tech report and approved by a properly formed thesis committee.

- Among the topics courses COMP SCI 703, COMP SCI 758, COMP SCI 839 and COMP SCI 880, a maximum of one such course can be used as core credit.

The remaining 6 credits can be from any department, and/or seminar courses COMP SCI 900 and COMP SCI/B M E/B M I/BIOCHEM/CBE/GENETICS 915 can be taken multiple times for credit.

### POLICIES

### GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### NAMED OPTION-SPECIFIC POLICIES

### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

No credits taken at other institutions are allowed to satisfy requirements.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Of the 15 credits of allowable prior coursework a maximum of 6 credits are allowed for 300 level courses and COMP SCI 400. Courses must have been taken post-baccalaureate. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

### PROBATION

At the end of any regular (nonsummer) semester, a student is considered to be making satisfactory academic progress (SAP) if the following conditions are all satisfied:

- The student has completed at least 6 (if full load) or 3 (if part load) credits of approved courses during the semester.
- The student has removed all Incomplete grades from any previous regular semester or summer session.
- The student has passed any required exams and procedures within designated time limits.

Any graduate student who fails to make SAP during two consecutive regular semesters (fall and spring, or spring and fall) will be dismissed from the department at the end of the subsequent summer session. Any graduate student who fails to make SAP due to missed deadlines will be dismissed from the department at the end of the subsequent summer session.

### ADVISOR / COMMITTEE

Students are advised by the Computer Sciences Graduate Advising Committee. These advisors must formally approve the student’s initial course plan, and the courses taken each semester.
CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
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PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
The Department of Computer Sciences hosts many professional development opportunities including: job fairs, workshops, seminars, talks, employer information sessions, mentoring and student socials. The Department of Computer Sciences student organizations, Student-ACM (SACM) and Women's ACM (WACM), are active partners in providing professional development opportunities for computer sciences graduate students.

PEOPLE
See Faculty (https://www.cs.wisc.edu/people/faculty/) on the department website.

COMPUTER SCIENCES:
PROFESSIONAL PROGRAM, M.S.

This is a named option with the Computer Sciences M.S. (p. 454)

The program is designed such that working professionals can complete the program and earn an M.S. degree within two years. Professional Master’s students can take coursework in many areas: artificial intelligence, computational biology, computer architecture, computer graphics, computer networks, computer security, database systems, human–computer interaction, numerical analysis, optimization, performance analysis, programming languages and compilers, systems research, and theoretical computer sciences. The Professional Program’s committee advises all computer sciences M.S. students in the Professional Master’s Program. See the department website (https://www.cs.wisc.edu/) for faculty interests, research activities, courses, facilities, and degree requirements.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tr>
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<td>GRE (Graduate Record Examinations)</td>
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</tr>
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<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
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</table>
Other Test(s) (e.g., GMAT, MCAT)  
Letters of Recommendation Required

Students with a strong background in computer sciences or a related field are encouraged to apply for admission. At a minimum, the applicant should have had some programming experience, including courses in data structures and machine organization, and should have had a year of college-level mathematics at the calculus level or above. Applicants are evaluated based on their previous academic record, GRE scores, letters of recommendation, and a personal statement. All applications must be submitted online. For more information on admissions, visit the department website (http://www.cs.wisc.edu/academics/graduate-programs/professional-masters/apply/).

CURRICULAR REQUIREMENTS

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<th>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</th>
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REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

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Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

REQUIRED COURSES

To obtain the M.S. degree, students in the PMP should complete a minimum of 30 credits distributed as follows:

- Fifteen credits must be received for core graduate-level courses: Computer Sciences courses (http://guide.wisc.edu/courses/comp_sci/) numbered 700-889. Specific offerings of COMP SCI 838 and COMP SCI 880 are counted as core classes only with approval of the Graduate Advising Committee.
- COMP SCI 799 Master’s Research, COMP SCI 790 Master’s Thesis (in case the student elects to write a Master’s thesis), and COMP SCI 702 Graduate Cooperative Education can be taken for a combined total of at most six credits, which count toward the 15 core credit requirement. COMP SCI 799 and COMP SCI 790 can be taken a total of 3 times each, while COMP SCI 702 can be taken twice.
- All remaining credits must be received for Computer Sciences courses (http://guide.wisc.edu/courses/comp_sci/) at 400 level or higher.
- COMP SCI 900 Advanced Seminar in Computer Science can be taken at most three times and counts towards the remaining credits received for courses at 400 level or higher.

More details about the sample course plan that allows a working professional to complete the PMP in two years, see the department website (http://www.cs.wisc.edu/academics/graduate-programs/professional-masters/requirements/).
POLICIES

GRADUATE SCHOOL POLICIES

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NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 14 credits of post-baccalaureate graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, students are allowed to count no more than 7 credits from a UW–Madison undergraduate degree. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count no more than 14 credits of coursework numbered 400 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

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At the end of any regular (non-summer) semester, a student is considered to be making satisfactory academic progress (SAP) if the following conditions are all satisfied:

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ADVISOR / COMMITTEE

A member of the Professional Programs Committee must formally approve all graduate schedules each semester.

CREDITS PER TERM ALLOWED

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TIME CONSTRAINTS

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OTHER

Information on the Professional Master's Program is available at: http://www.cs.wisc.edu/pmp/. Students in the Professional Master's program are not eligible for graduate assistantships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

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PROGRAM RESOURCES

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PEOPLE

See Faculty (https://www.cs.wisc.edu/people/faculty/) on the department website.

COMPUTER SCIENCES, PH.D.

The Department of Computer Sciences offers the master of science (p. 454) and doctor of philosophy degrees in computer sciences. Research specialty areas include artificial intelligence, computational biology, computer architecture, computer graphics, computer networks, computer security, database systems, human–computer interaction, numerical analysis, optimization, performance analysis, programming languages and compilers, systems research, and theoretical computer sciences. The department’s Graduate Advising Committee (GAC) advises all computer sciences graduate students except students who are in dissertator status. See department website (https://www.cs.wisc.edu/) for faculty interests, research activities, courses, facilities, and degree requirements.

ADMISSIONS

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Contact admissions@cs.wisc.edu with questions about admissions in the traditional M.S. or the Ph.D. programs.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

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REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

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MAJOR REQUIREMENTS

MODE OF INSTRUCTION

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Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 51 credits
Minimum Residence Credit Requirement 32 credits
Minimum Graduate Coursework Requirement Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements All grades must be at least AB in all required breadth courses.

Assessments and Examinations Doctoral students must complete a qualifying process, a preliminary examination, and a dissertation requirement. The qualifying process includes both completion of “breadth courses” (see Required Courses, below) as well as satisfactory completion of a depth examination in a selected focus area. The preliminary examination is an oral examination demonstrating depth of knowledge in the area of specialization in which research for the dissertation will be conducted. The dissertation requirement consists of conducting a substantial piece of original research in computer science, reporting it in a dissertation that meets the highest standards of scholarship, and explaining and defending the contents of the dissertation in a final oral examination and defense.

Language Requirements No language requirements.

Doctoral Minor/ Breadth Requirements All doctoral students are required to complete a minor.

REQUIRED COURSES

Additional Breadth Requirement

Ph.D. students must take at least one course from each of the bands 1, 2 and 3 listed below; the courses must be distinct from the research area of the student’s qualifying exam activity. This requirement can be satisfied with 3 700-level courses, or 2 700-level and 2 500-level courses. Grades in all courses used for breadth must be at least AB. Details on which courses may be used for breadth are in the Graduate Program Handbook.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
</table>

Band 1

Computer Architecture:

COMP SCI/ECE 552 Introduction to Computer Architecture 3

COMP SCI/ECE 752 Advanced Computer Architecture I 3

COMP SCI/ECE 755 VLSI Systems Design 3

COMP SCI/ECE 757 Advanced Computer Architecture II 3

COMP SCI 758 Advanced Topics in Computer Architecture 3

Computer Networks:

COMP SCI 640 Introduction to Computer Networks 3

COMP SCI/ECE 707 Mobile and Wireless Networking 3

COMP SCI 740 Advanced Computer Networks 3

Computer Security:

COMP SCI 642 Introduction to Information Security 3

Operating Systems:

COMP SCI 537 Introduction to Operating Systems 4

COMP SCI 736 Advanced Operating Systems 3

COMP SCI 739 Distributed Systems 3

COMP SCI 744 Big Data Systems 3

Programming Languages and Compilers:

COMP SCI/ECE 506 Software Engineering 3

COMP SCI 536 Introduction to Programming Languages and Compilers 3

COMP SCI 538 Introduction to the Theory and Design of Programming Languages 3

COMP SCI 701 Construction of Compilers 3

COMP SCI 703 Program Verification and Synthesis 3

COMP SCI 704 Principles of Programming Languages 3

COMP SCI 706 Analysis of Software Artifacts 3

Band 2

Artificial Intelligence:

COMP SCI 534 Computational Photography 3

COMP SCI 540 Introduction to Artificial Intelligence 3

COMP SCI 545 Natural Language and Computing 3

COMP SCI 760 Machine Learning 3

COMP SCI/ECE 761 Mathematical Foundations of Machine Learning 3

COMP SCI 766 Computer Vision 3

COMP SCI 769 Advanced Natural Language Processing 3

Bioinformatics:

COMP SCI/BM 576 Introduction to Bioinformatics 3

COMP SCI/BM 776 Advanced Bioinformatics 3

Computer Graphics:

COMP SCI 559 Computer Graphics 3

COMP SCI 679 Computer Game Technology 3

COMP SCI 765 Data Visualization 3
COMP SCI 777  Computer Animation  3

**Database Systems:**

COMP SCI 564  Database Management Systems: Design and Implementation  4
COMP SCI 764  Topics in Database Management Systems  3
COMP SCI 784  Foundations of Data Management  3

**Human-Computer Interaction:**

COMP SCI 570  Introduction to Human-Computer Interaction  4
COMP SCI/ED PSYCH/PSYCH 770  Human-Computer Interaction  3

**Band 3**

**Numerical Analysis:**

COMP SCI/MATH 513  Numerical Linear Algebra  3
COMP SCI/MATH 514  Numerical Analysis  3

**Optimization:**

COMP SCI/ECE/I SYE 524  Introduction to Optimization  3
COMP SCI/I SYE/MATH/STAT 525  Linear Optimization  3
COMP SCI/I SYE 635  Tools and Environments for Optimization  3
COMP SCI/I SYE 719  Stochastic Programming  3
COMP SCI/I SYE 726  Nonlinear Optimization I  3
COMP SCI/I SYE/MATH 728  Integer Optimization  3
COMP SCI/I SYE 730  Nonlinear Optimization II  3

**Theory of Computing:**

COMP SCI 520  Introduction to Theory of Computing  3
COMP SCI 577  Introduction to Algorithms  4
COMP SCI 710  Computational Complexity  3
COMP SCI 787  Advanced Algorithms  3
COMP SCI 880  Topics in Theoretical Computer Science  3

In addition, some offerings of COMP SCI 838 (http://www.cs.wisc.edu/courses/838/) count towards the breadth requirement. Before each term, it is announced which sections do and what area/land they are in.

One course taken as a graduate student elsewhere may be counted for breadth. A request for this must be made in writing to the GAC Chair. The request should indicate the corresponding UW-Madison course, include a transcript showing a grade of AB or better, and suggest a faculty member who can evaluate the course. GAC will ask this faculty member to evaluate the outside course’s syllabus and other course materials and vouch for the choice of UW-Madison course.

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**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Subject to faculty approval, one graduate course taken elsewhere may be used for breadth. Other than that, no credits of graduate coursework from other institutions are allowed to satisfy requirements.

**UW-Madison Undergraduate**

No credits from a UW-Madison undergraduate degree are allowed to satisfy requirements.

**UW-Madison University Special**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW-Madison University Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

At the end of any regular (nonsummer) semester, a student is considered to be making satisfactory academic progress (SAP) if the following conditions are all satisfied:

- Before achieving dissertator status: the student has completed at least 6 (if full load) or 3 (if part load) credits of approved courses during the semester.
- After achieving dissertator status: the student has satisfactorily completed at least three credits of courses approved by the student’s major professor.
- The student has removed all Incomplete grades from any previous regular semester or summer session.
- The student has passed any required exams and procedures within designated time limits.

Any graduate student who fails to make SAP during two consecutive regular semesters (fall and spring, or spring and fall) will be dismissed from the department at the end of the subsequent summer session. Any graduate student who fails to make SAP due to missed deadlines will be dismissed from the department at the end of the subsequent summer session.

**ADVISOR / COMMITTEE**

A member of the graduate advising committee must formally approve all graduate schedules each semester until a student is in dissertator status.

**CREDITS PER TERM ALLOWED**

15 credits
TIME CONSTRAINTS

Students must pass the qualifying process by the end of the sixth semester.

The preliminary exam must be taken within two regular (nonsummer) semesters after the deadline for the qualifying exam.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employees.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

n/a
COUNSELING PSYCHOLOGY, DOCTORAL MINOR

The minor in counseling psychology is in alignment with a scientist-practitioner model of training, which emphasizes the integration of counseling and psychological theory and practice along with development of research skills in the domains encompassed by counseling psychology.

The profession of counseling psychology uses an inclusive definition of multiculturalism (i.e., a range of individual cultural differences including, but not limited to, race/ethnicity, gender, sexual orientation, disability, class status). In doing so, the complexity of diversities and influence of oppressions and saliencies of multiple cultures can be addressed. Students in counseling psychology are trained to apply a tripartite framework of personal identity in which individual, group, and universal levels are considered. Drawing from such a holistic framework permits the simultaneous attention and address of unique processes, cultural differences and similarities, and universal experiences, while recognizing the influence of social conditioning, sociopolitical forces and context, and institutional processes. This emphasis on respect for diversity and competence to bridge cultural divides is consistent with the core values of counseling psychology, and has implications for the roles and mutual obligations of trainers and trainees in counseling psychology programs.

ADMISSIONS

Ph.D. students wishing to complete a Ph.D. minor in Counseling Psychology should complete their program's minor form, listing four graduate courses in Counseling Psychology that they wish to take (or have already taken). If the student has selected a faculty member from the Counseling Psychology faculty to be their minor advisor; the form should be signed by them. If no specific faculty member has been selected, the form may be turned in to the student services coordinator in room 335B, who will then forward the request to the chair for approval. Following the signature of the CP minor advisor or department chair, the student should then get the signature of their home department advisor. The completed form with all signatures must then be given to the CP student services coordinator, who will maintain a copy in the CP files.

REQUIREMENTS

- A minimum of 12 credits in graduate-level Counseling Psychology courses (http://guide.wisc.edu/courses/coun_psy/).
- Coursework can include both those courses typically taken by Counseling M.S. (http://guide.wisc.edu/graduate/counseling-psychology/counseling-psychology-ms/#requirementstext) students as well as Counseling Psychology Ph.D. (p. 467) students. However, in all cases, the focus of the coursework should be content-based, not practicum-based.
- A grade of at least a B in each course used for the minor (all coursework must be taken on a graded basis; pass/fail and audited courses cannot be used).
- A maximum of 3 credits of independent study (e.g., 699, 799) can be used towards the minor.
- Research (990) cannot be used to satisfy the minor requirement.
- All coursework must be completed at UW–Madison during the student’s time in their current graduate program. Any exceptions to this will require the advance approval of the minor advisor or department chair.

COUNSELING PSYCHOLOGY, PH.D.

The APA-accredited doctoral program in counseling psychology is based on the scientist/practitioner model of professional psychology and integrates counseling and psychological theory, scientific inquiry, and supervised practice. Counseling psychology is a psycho-educational specialty in which practitioners help others to improve their well-being, alleviate their distress, resolve their crises, and increase their ability to solve problems and make decisions. Counseling psychologists apply systematic, research-based approaches to help themselves and others understand and develop solutions to problems that are educational, vocational, emotional, social, cultural, health-related, or developmental in nature.

The UW–Madison program places special emphasis on multicultural competence and social justice, integration of research and practice, and preparation for ethical and professional conduct as either a researcher, teacher, or practitioner. The theoretical orientation of the program is best described as eclectic. Course work emphasizes the research base of counseling psychology and students are expected to involve themselves in faculty research. All students complete a one-year, full-time pre-doctoral internship as a culminating training experience. The planned length of the program for students entering with a master's degree (post-M.A. track) is five years, although students may opt to take additional time depending on academic background and career objectives.

The department also admits a small number of students to a post–B.A. track. These students apply to the Ph.D. program at the completion of their undergraduate degree, and are required to integrate coursework and professional practice training at the master's level, as well as introductory doctoral coursework, during the first two years of study. Students admitted to the post–B.A. track typically have excellent academic records and experiences that demonstrate high levels of both helping skills and research skills prior to admissions. The planned length of the post–B.A. track is six years, although actual completion times will vary depending on student needs and career goals.

The mission of the counseling psychology Ph.D. program is to train health service psychologists who are skillful in research and intervention with diverse populations, who integrate science and practice into their professional roles, and who uphold high ethical and professional standards as psychologists. Program graduates are broadly prepared for a number of professional roles, including direct service, research, teaching, clinical supervision, and program design and evaluation.

The Ph.D. program is accredited by the American Psychological Association. For further information on accreditation, contact APA's Office of Program Consultation and Accreditation, 750 First Street NE, Washington, DC 20002-4242; 202-336-5979; apaaccred@apa.org.
LICENSURE AS A PSYCHOLOGIST
Graduates of the Ph.D. program are eligible for licensure to practice psychology. Licensure requirements differ by state, and currently most states require additional supervised practice post-Ph.D. All states require passage of the national licensure examination (the Examination for Professional Practice of Psychology or EPPP), and most states also have state-specific written and oral examinations. Links to descriptions of licensure requirements by state may be obtained from the website of the Association of State and Provincial Psychology Boards (http://www.asppb.net/).

ADMISSIONS
Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

Admission to the Counseling Psychology Ph.D. program is highly competitive. The Department of Counseling Psychology accepts applications for fall enrollment between early September and December 1 for the Ph.D. program in Counseling Psychology. There is no option for spring or summer initial enrollment in the department. The applicant is responsible for collecting, assembling, and submitting all the pieces of the application by the December 1 deadline. Applicants should submit their materials in electronic form.

POST-BA AND POST-MA TRACKS
Most students who apply to and are enrolled in the Ph.D. program have earned a master’s degree (post-MA in counseling or a related field). However, in fall 2010, we began offering a “post-B.A.” track within our Ph.D. program for highly qualified students who have not yet earned a master’s degree in a counseling-related field and wish to apply directly to a Ph.D. program. Having a post-BA track allows us to accept qualified applicants to the Ph.D. program who may have work, volunteer, or research experience in counseling or a related profession, have exhibited a passion for helping others, and/or possess a master’s degree in a non-counseling field. If you are unsure which option is right for you, review the information in the “Ph.D. Information and Instructions for Fall Applicants” link, found on our website at Information for Prospective Ph.D. Applicants (https://counselingpsych.education.wisc.edu/cp/phd-program/for-prospective-phd-applicants/).

Unlike students in our regular “post-M.A.” track (i.e., those who enter with a Master’s degree), post-B.A. track students start the program alongside the incoming Master’s student cohort. In their first academic year, post-B.A. track students will complete a course load similar to their Master’s student counterparts. In their second academic year, post-B.A. track students will complete their “first Year Experience” while beginning their Ph.D. coursework. Post-B.A. track students are not currently required to complete a Master’s thesis or the Professional Integration Exercise, but will also not receive a Master’s degree unless they choose to meet all requirement’s for our masters program.

INFORMATIONAL MEETINGS
A number of informational meetings are held each fall by our department. A list of these meetings can be found on our Information for Prospective Ph.D. Applicants (https://counselingpsych.education.wisc.edu/cp/phd-program/for-prospective-phd-applicants/) page.

APPLICATION PROCEDURE
Up-to-date information and requirements regarding applying to our Ph.D. program can be found on our Information for Prospective Ph.D. Applicants page (https://counselingpsych.education.wisc.edu/cp/phd-program/for-prospective-phd-applicants/).

Questions can be directed to the Student Services Coordinator. See the People tab for contact information.

FUNDING
GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Incoming PhD students will be guaranteed funding for the 4 years (post-MA) or 5 years (post-BA) they expect to be on campus to complete the degree. Funding is through a combination of fellowships and graduate assistantships, usually either teaching or research (usually termed “project” assistantships)—either in the Department of Counseling Psychology or in other university departments. Assistantship appointments are at the 50% level (equating to 20 hours per week) for the 9-month academic year. Summer funding is available but not guaranteed.

Department assistantships are assigned through a competitive application process each spring. Admitted students (non-fellows) are included in the process the spring before they start in the program. Students are encouraged to also apply for graduate assistantships outside the department, and most obtain at least some of their support in other departments or units on campus during their time in the program.
Currently, all graduate assistantships and fellowships include tuition remission and health benefits.

**FELLOWSHIPS**

- Students may be eligible for an Ed-GRS fellowship. Ed-GRS is a community of first-generation students and ethnically underrepresented students who are receiving an Advanced Opportunity Fellowship (AOF) in the School of Education. In addition to tuition remission, monthly stipend, and health care benefits, the program strives to assist our fellows with first-year transition, community building, and professional development opportunities. The department nominates top eligible candidates for Ed-GRS automatically—no additional application materials are needed from the applicant. More information about AOFs can be found on their website (https://grad.wisc.edu/currentstudents/academics/grs/).
- Students interested in becoming a Residence Hall House Fellow should view the information available on their website (https://www.housing.wisc.edu/residencehalls-life-staff.htm).
- Racial and ethnic minority students are encouraged to apply for the American Psychological Association Minority Fellowship Program. Information is available on their website (http://www.apa.org/pi/mfp/ contact.aspx).

**FINANCIAL AID**

Information and application materials for financial aid, loans, scholarships, and student employment may be obtained by contacting the Office of Student Financial Aid (https://financialaid.wisc.edu/) at 333 East Campus Mall, Room 9701, Madison, WI 53706, 608-262-3060. International applicants are encouraged to seek other forms of financial assistance as international students are not eligible for loans and scholarships.

*Additional information about funding is available on the Counseling Psychology website (http://counselingpsych.education.wisc.edu/cp/phd-program/funding/). Questions can be directed to the Student Services Coordinator. See the People tab for contact information.*

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>Requirement</td>
</tr>
<tr>
<td>Minimum Residence</td>
<td>Requirement</td>
</tr>
<tr>
<td>Minimum Graduate</td>
<td>Coursework Requirement</td>
</tr>
<tr>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
<td></td>
</tr>
<tr>
<td>Overall Graduate GPA</td>
<td>Requirement</td>
</tr>
<tr>
<td>3.00 GPA required.</td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students are required to attain a minimum course grade of B for all required courses.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Satisfactory progress is demonstrated by earning a minimum grade of B in all required courses, demonstration of competency on routine evaluation milestones, responsible professional conduct in employment and practicum settings, and timely progress on independent work. A comprehensive formative review of student performance, encompassing academic and clinical training, research involvement, and other roles such as employment and departmental activities, is conducted annually.</td>
</tr>
</tbody>
</table>

The doctoral preliminary examination includes three components, all of which include both written and oral presentations. The clinical case study (PE-1) is an in-depth reflection on a single counseling case, and serves as an exemplar of clinical competencies in the role of counselor. The supervision case study (PE-2) is an in-depth reflection on a relationship with one supervisee, and serves as an exemplar of clinical competencies in the role of supervisor. The dissertation proposal (PE-3) includes a literature review and method section for a proposed dissertation project, and serves as an exemplar of academic and scientific proficiency.

**Language Requirements**

- No language requirements.

**Doctoral Minor/Breadth Requirements**

- Ph.D. students in the Department of Counseling Psychology may elect to develop a minor area of concentration. This minor is optional. Students who wish to complete a cohesive body of work outside the major may wish to obtain a doctoral minor. Students are expected to consult with their advisors concerning minor/breadth requirements.
REQUIRED COURSES

There are two primary curriculum domains of the doctoral program. Required coursework and practicum experiences contribute to each student’s competency in these areas. The core curriculum areas are:

1. Discipline-Specific Knowledge
   a. History and Systems of Psychology
   b. Basic Psychology Content Areas (i.e., Affective Aspects of Behavior, Biological Aspects of Behavior, Cognitive Aspects of Behavior, Developmental Aspects of Behavior, and Social Aspects of Behavior)
   c. Research, Quantitative Methods, and Psychometrics
   d. Advanced Integrative Knowledge in Scientific Psychology

2. Profession-Wide Competencies
   a. Integration of Science and Practice
   b. Ethical and Legal Standards
   c. Individual and Cultural Diversity
   d. Professional Values and Attitudes
   e. Communication and Interpersonal Skills
   f. Assessment
   g. Intervention
   h. Supervision
   i. Consultation and Interprofessional/Interdisciplinary Skills

Required coursework (i.e., major core coursework) includes courses in each of these areas.

In accordance with the Standards of Accreditation (SoA) for Health Service Psychology, all students are required to document mastery of broad and general content knowledge in each of these psychological foundations areas during their doctoral studies.

Post-M.A. track:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN PSY/ED PSYCH/RP &amp; SE 737</td>
<td>Seminar in History and Systems of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 740</td>
<td>Abnormal Behavior and Psychopathology (if not taken in previous coursework)</td>
<td></td>
</tr>
<tr>
<td>COUN PSY 926</td>
<td>Seminar in Ethical and Professional Issues in Counseling Psychology</td>
<td></td>
</tr>
</tbody>
</table>

Research, Quantitative Methods, and Psychometrics 12

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN PSY 905</td>
<td>Research Practicum in Counseling Psychology (2 semesters)</td>
<td></td>
</tr>
<tr>
<td>COUN PSY 950</td>
<td>Research Methods in Counseling Psychology</td>
<td></td>
</tr>
<tr>
<td>COUN PSY 960</td>
<td>Research Methods in Counseling Psychology, II</td>
<td></td>
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</tbody>
</table>

Profession-Wide Competencies-Related Required Coursework

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN PSY 951</td>
<td>Counseling Psychology Research in Individual Intervention</td>
<td>9</td>
</tr>
<tr>
<td>COUN PSY 956</td>
<td>Seminar: Research in Vocational Psychology and Career Development</td>
<td></td>
</tr>
<tr>
<td>COUN PSY 850</td>
<td>Mental Health Consultation in Health Service Psychology</td>
<td></td>
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</tbody>
</table>

Clinical Training Sequence

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN PSY 810</td>
<td>Professional Development and Clinical Practice (2 semesters, for a total of 2-12 credits)</td>
<td>1-6</td>
</tr>
<tr>
<td>COUN PSY 900</td>
<td>Counseling Psychology Practicum--Foundational (2 semesters)</td>
<td>6</td>
</tr>
<tr>
<td>COUN PSY 903</td>
<td>Counseling Psychology Practicum--Advanced (2 semesters)</td>
<td>6</td>
</tr>
<tr>
<td>COUN PSY 902</td>
<td>Counseling Psychology Practicum in Supervision</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 890</td>
<td>Advanced Assessment Techniques in Counseling Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Other Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN PSY 990</td>
<td>Research or Thesis</td>
<td>3-12</td>
</tr>
<tr>
<td>COUN PSY 904</td>
<td>Counseling Psychology Externship (optional - 2 semesters, for a total of 2-6 credits)</td>
<td>1-3</td>
</tr>
<tr>
<td>COUN PSY 908</td>
<td>Pre-Doctoral Internship in Health Service Psychology Preparation Seminar</td>
<td>2</td>
</tr>
</tbody>
</table>

Data Analytic Methods - 2 additional courses; at least one must address quantitative data analysis. Examples could include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN PSY 755</td>
<td>Seminar on Meta-Analysis</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 740</td>
<td>Cognitive Assessment of Children in the Schools</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 960</td>
<td>Structural Equation Modeling</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH/ELPA 964</td>
<td>Hierarchical Linear Modeling</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 963</td>
<td>Design &amp; Analysis of Quasi-Experiments for Causal Inference</td>
<td></td>
</tr>
</tbody>
</table>
These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Post–B.A. track ¹:
Must complete all courses listed for the Post–MA track and

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN PSY 800</td>
<td>Theories of Counseling</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 802</td>
<td>Group Dynamics Processing and Counseling</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 805</td>
<td>Helping Relationships and Techniques</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 806</td>
<td>Supervised Practicum in Counseling</td>
<td>3</td>
</tr>
</tbody>
</table>

¹ These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIORITY COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 21 credits of graduate coursework from other institutions. Coursework earned four or more years prior to admission to the doctoral program is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned four or more years prior to admission to the doctoral program is not allowed to satisfy requirements.

PROBATION

Placement on probation indicates a very serious faculty concern about a student’s performance. Students are placed on probation, as opposed to being dismissed from the program, when the faculty determines that the student likely will be able to address the difficulty that led to the probation if appropriate remediation is provided. If a recommendation for probation and remediation is adopted by the faculty, the student and advisor work with the Doctoral Training Committee (or a subset of this committee) to formulate a remediation plan including explicit goals and deadlines for evaluation of their attainment.

Students on probation cannot be approved as ready for the next level of clinical training (i.e., for foundational practicum; for internship) until they have successfully remediated the identified concern(s). This can have a substantial impact on time to degree, as practicum applications begin in the fall semester for the following academic year.

ADVISOR / COMMITTEE

Upon admission to the doctoral program, all students are assigned a faculty advisor. The doctoral student may select a major professor from the Department of Counseling Psychology who is not the original faculty advisor. In view of the important role that the major professor plays in the student’s dissertation research, students are advised to allow themselves sufficient time to get acquainted with all faculty, so that they can select a major professor with whom they share similar research interests, career goals, or other interests. The doctoral student’s faculty advisor plays an important role in monitoring and assisting the student with program planning.

Reviews of student progress are an agenda item for departmental faculty meeting in November (1st-year students only) and in April or May (all active Ph.D. students). All students are required to conduct a yearly progress report meeting with their advisor. Student perspectives are taken into account in these reviews, and all students complete the Doctoral Student Report on Progress, in conjunction with their advisors.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Students have eight years from the date of admission to complete all of the necessary courses. Courses that are more than eight years old will not fulfill program completion requirements for admission to candidacy. Admission to candidacy occurs when students successfully complete all required coursework and pass their doctoral preliminary examinations. Students must be admitted to candidacy within ten years of admission to the department. Once admitted to candidacy (dissertator status) the student has five years to complete the dissertation and pass the final oral examination.

Once students are admitted they are expected to maintain continuous enrollment and make satisfactory progress toward their degree. Failure to maintain continuous enrollment may result in lengthy reentry process or possible termination from the program.

Prior to reentry into the program, the student should contact the department and petition the faculty for reentry. The full faculty will determine whether the student is granted reentry without conditions, granted reentry conditionally (e.g., require additional coursework or adherence to time lines for completion of degree requirements) or denied reentry.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
Education when a student has a grievance:

- Dean of Students Office (https://dosu.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

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Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

**OTHER**

The vast majority of Ph.D. students are funded for their years on campus through a combination of in-department and out-of-department assistantships and fellowships. Graduate assistantships and fellowships typically pay a monthly stipend, often carry a full tuition waiver, and provide an excellent benefits package.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Prepare for role as professional psychologist.
2. Apply professional standards and conduct.
3. Demonstrate scientific foundations.
4. Acquire knowledge and skill in psychological practice.
5. Acquire knowledge and skills in clinical supervision.
6. Develop relational skills.
7. Gain an understanding of the scientific basis for practice.
8. Acquire knowledge of research methods.
9. Apply research findings to psychological practice.
10. Apply scientific thinking to practice.
11. Develop a multicultural competence and social justice orientation.
12. Acquire cultural and scientific knowledge relevant to diverse and underrepresented groups.
13. Develop awareness of self as a cultural being.
14. Develop skill in application of knowledge of self, culture, and context to clinical work.

**PEOPLE**

**Faculty:** Professors Quintana (Chair), Hoyt, Gloria, and Thompson; Associate Professors Budge and Wright; Assistant Professors Frost and Goldberg; Faculty Associate Lotta; Clinical Associate Professor Graham; Clinical Assistant Professors Ramirez Stege and Her

Student Services Coordinator: Andrea Burdick. (ampalm@wisc.edu)

**ACCREDITATION**

**ACCREDITATION**

American Psychological Association (http://www.apa.org/)


**CERTIFICATION/LICENSURE**

**CERTIFICATION/LICENSURE**

Examination for Professional Practice in Psychology (http://www.asppb.net/)

<table>
<thead>
<tr>
<th>Year of Exam</th>
<th>UW-Madison Graduates: First Attempt</th>
<th>National First Attempt</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015-2017</td>
<td>81.82%</td>
<td>80.81%</td>
</tr>
</tbody>
</table>

Note: Because of the relatively small size of many doctoral programs, EPPP pass rates are reported only in terms of the three-year moving average.

**PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)**

The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:

Wisconsin

The requirements of this program do not meet Certification/Licensure in the following states:

Not applicable

**COUNSELING, M.S.**

The M.S. program emphasizes counseling in community and agency settings, including university and college counseling centers. The master's degree emphasizes service delivery, and its practica/internship components reflect that emphasis. The curriculum stresses knowledge and development of skills in individual and group counseling, consultation, research, ethics, multiculturalism, social justice, and vocational psychology. Supervised practicum experiences are available through the training clinic, university counseling centers, community mental health centers, and numerous other campus units and community agencies. Students are prepared to work predominantly as practitioners in community agencies, post-secondary educational institutions, business and industry. The program fulfills academic requirements to become a licensed professional counselor in the state of Wisconsin.

The sequence of required courses combined with lab and field experiences can be planned on either a full- or part-time basis, but care must be taken in proper sequencing of courses for those attending part-time. Those students enrolling on a full-time basis typically complete the program in two years, including summer classes. For more information, visit the program website (http://counselingpsych.education.wisc.edu/cp/masters-program/).

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 5</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required</td>
</tr>
</tbody>
</table>
Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT)  
Letters of Recommendation Required

### ADMISSIONS DECISIONS
Admission to the program is highly competitive. Approximately 150 master’s applications are received each year, and the department enrolls 10–12 new master’s students per year. The Department of Counseling Psychology accepts applications for fall enrollment between early September and January 5th for the M.S. in Counseling program. There is no option for spring or summer initial enrollment in the department. The applicant is responsible for collecting, assembling, and submitting all the pieces of the application by the January 5 deadline. Applicants should submit their materials in electronic form.

### REQUIREMENTS
In addition to acquired academic competencies and counseling skills, the counseling profession requires a high level of ethical behavior, self-awareness and personal maturity. All are considered in assessing a student’s fitness for a career as a professional counselor. The applicant will be expected to meet minimum requirements for admission set by the Graduate School. Department requirements are more rigorous. An undergraduate degree is required for the master’s program.

Applicants should have 3 credit hours of introductory psychology and 3 credit hours in statistics or measurement/psychometrics/test construction. If the applicant has not completed the necessary requirements at the time of application, he or she may be admitted with deficiencies and complete the course work in addition to the program requirements. Prior volunteer or paid work experience in community agencies is important for placement in community agencies for practicum.

### INFORMATIONAL MEETINGS
A number of informational meetings are held each fall by our department. A list of these meetings can be found on our Information for Prospective M.S. Applicants (http://counselingpsych.education.wisc.edu/cp/masters-program/ms-application/) page.

### APPLICATION PROCEDURE
Up-to-date information and requirements regarding applying to our M.S. program can be found on our Information for Prospective M.S. Applicants (http://counselingpsych.education.wisc.edu/cp/masters-program/ms-application/) page.

Questions can be directed to the Student Services Coordinator. See the People tab (p. 475) for contact information.
The offering of courses is designed for students following the Wisconsin State licensing requirements with courses only offered once each year. The master's program is a two-year plan that students should complete coursework, practicum experiences, and a professional integration experience. Students earn a minimum of 60 graduate credits. The curriculum has been revised in accordance with changes in the program for more specific information.

Students seeking licensure or certification out of state should check with those states' particular requirements. Coursework beyond the 60-credit minimum may be required of students entering with course deficiencies, as enumerated in their letters of admission. Students are required to attain a minimum course grade of B for all coursework that fulfills the 60-credit requirement.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Category</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>60 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (30 credits out of 60 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students are required to attain a minimum course grade of B for all coursework that fulfills the 60-credit requirement.</td>
</tr>
</tbody>
</table>

**Assessments and Examinations**

- The Professional Integration Exercise (PIE) is a capstone experience for all master's students, where they have the opportunity to pull together their learning and skills and their overall professional identity. Through this oral clinical case conceptualization, they have the opportunity to demonstrate to the faculty their readiness as a master's-level clinician. The PIE will be conducted in late spring during students’ second year of training.

**Language Requirements**

- No language requirements.

The following is an outline of the required courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN PSY 700</td>
<td>Practicum Activities (1 credit fall; 1 credit spring)</td>
<td>2</td>
</tr>
<tr>
<td>COUN PSY/ED PSYCH 723</td>
<td>Developmental Processes Across the Life Span</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY/RP &amp; SE 730</td>
<td>Professional Counseling Orientation</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 740</td>
<td>Abnormal Behavior and Psychopathology</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 745</td>
<td>Clinical Mental Health Counseling: Diagnosis and Treatment Planning for Counselors</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 777</td>
<td>Crisis and Trauma Counseling</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 791</td>
<td>Foundations of Clinical Mental Health Counseling</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 800</td>
<td>Theories of Counseling</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 802</td>
<td>Group Dynamics Processing and Counseling</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 805</td>
<td>Helping Relationships and Techniques</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 806</td>
<td>Supervised Practicum in Counseling</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 808</td>
<td>Supervised Internship in Counseling (take in fall and spring)</td>
<td>2-5</td>
</tr>
<tr>
<td>COUN PSY 825</td>
<td>Counseling Psychology Techniques With Families</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 860</td>
<td>Social and Cultural Foundations of Counseling</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 865</td>
<td>Lifestyle and Career Development</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 810</td>
<td>Professional Development and Clinical Practice (if needed for additional internship hours)</td>
<td>1-6</td>
</tr>
<tr>
<td>RP &amp; SE 700</td>
<td>Research Methods in Rehabilitation, Mental Health, &amp; Special Education (Research and Evaluation)</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 720</td>
<td>Clinical Rehabilitation &amp; Mental Health Counseling - Assessment</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 721</td>
<td>Addictions Counseling</td>
<td>3</td>
</tr>
</tbody>
</table>

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions towards the 60-credit minimum requirement. Coursework earned five or more years prior to admission to the master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
Coursework taken as part of a student’s undergraduate program of study will not be counted towards the 60-credit requirement.

UW–Madison University Special
With program approval students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to the master’s degree is not allowed to satisfy requirements.

PROBATION

When concerns arise about a student's performance which warrants immediate attention, a non-routine review will be initiated. Concerns that would prompt a non-routine review include: academic proficiency (e.g., grade of BC or lower in a required course); clinical competence and/or termination from a practicum placement; interpersonal functioning; and/or unethical behaviors and/or interactions. The student will be notified of the concern by his/her advisor or the training director. The Master’s Training Committee will discuss the matter to determine whether the concern will be taken to the full faculty for consultation and/or decision. An ad hoc committee will work with the student to create a “development plan” or a “remediation plan” (i.e., student is under probation), depending on the seriousness of the issue(s). If the concern persists after the remediation plan or the issue(s) are deemed irremediable, the committee may recommend dismissal from the program to the full faculty. If the full faculty vote is in agreement with the recommendation for dismissal, the student will be dismissed from the program.

ADVISOR / COMMITTEE

Upon admission to the master’s program, students will be assigned a faculty advisor to facilitate their entry to the program. The faculty advisor has several responsibilities, which include: assisting students with course selection; guiding students’ clinical and professional development; guiding students’ research, including master’s thesis (optional); and giving final approval for master’s work. The advisor is also available to answer other questions and concerns that may arise regarding departmental procedures, licensure issues and practicum placement.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

If students have been absent for five or more years they must petition the counseling psychology faculty, in writing, for readmission. If successful, they must file a new Graduate School application for admission and submit it with a new application fee. Master’s students who do not enroll for a period of five or more years are required to retake some or all Program coursework. All coursework, including deficiencies, must be completed within eight years of admission to the program.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

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OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Develop knowledge foundational to the practice of mental health counseling including normative and nonnormative human development; individual, group, and couples/family counseling; cultural and social diversity, measurement and evaluation; and exposure to crisis, trauma, and stress.

2. Develop skills for effective individual, family, and group counseling for mental health concerns and well-being as well as effective consultation, evaluation and progress monitoring.

3. Apply principles associated with multiculturalism, polyculturalism, and social justice.

4. Develop understanding, identification with and comportment with the profession of mental health counseling including standards of care, moral and ethical principles, professional identity, professional relationships, professional demeanor, self-reflection, and awareness of impact on others.

PEOPLE

Faculty: Professors Quintana (Chair), Hoyt, Gloria, and Thompson; Associate Professors Budge and Wright; Assistant Professors Frost and Goldberg; Faculty Associate Lotta; Clinical Associate Professor Graham; Clinical Assistant Professors Ramirez Stege and Her

Student Services Coordinator: Andrea Burdick. (ampalm@wisc.edu)

CERTIFICATION/LICENSURE

PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)

The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:
Colorado, Louisiana, Massachusetts, Minnesota, New Jersey, New York, North Carolina, Oregon, Pennsylvania, Texas, Washington, Wisconsin

The requirements of this program do not meet Certification/Licensure in the following states:
Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:
CURRICULUM AND INSTRUCTION

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Curriculum and Instruction, Doctoral Minor (p. 476)
- Curriculum and Instruction, M.S. (p. 476)
- Curriculum and Instruction, Ph.D. (p. 499)
- International Education, Doctoral Minor (p. 503)
- Qualitative Research Methodology in Education, Doctoral Minor (p. 504)
- Science Education, Doctoral Minor (p. 504)

PEOPLE

Faculty: Professors Rudolph (chair), Baker (graduate program chair), Gomez, Grant, Graue, E. Halverson, Hassett, Hawkins, Hess, Popkewitz, Schweber, Tochon; Associate Professors L. Berland, M. Berland, Feinstein, Ghousseini, Ho, Pacheco, Russ, Stoddard, Vieira; Assistant Professors Bullock, C. Kirchgasler, K. Kirchgasler, Louie, McKinney de Royston, Roman, Wardrip; Affiliate Professors L. Bartlett, T. Dobbs, R. Halverson, P. Matthews, Nathan, H. Zhang. For more information about respective members of the faculty, see People (http://ci.education.wisc.edu/ci/people/faculty/) on the department website.

CURRICULUM AND INSTRUCTION, M.S.

MASTER'S DEGREE PROGRAMS

The Department of Curriculum & Instruction offers two pathways for the master's degree. A master of science with secondary teacher certification is offered as an M.S. in Curriculum and Instruction with named options in Secondary English, Social Studies, Mathematics, and Science. Additionally, the department offers a Research Master's program, with a focus on advanced work in education. In both programs, master’s degree students should expect both an atmosphere of intellectual inquiry and the serious academic standards befitting a graduate research program in curriculum and instruction.

Students wishing to apply to a master’s program should select an option below for more information on admissions, financial aid, policies, and requirements.

M.S. IN CURRICULUM AND INSTRUCTION – RESEARCH M.S. (P. 478)

The M.S. in curriculum and instruction prepares students for advanced work in education. In some cases, work leading to the degree prepares students to enter a new career as an educational specialist (e.g., curriculum developer, content-area specialist, school department head, curriculum supervisor, early childhood specialist, ESL or bilingual teacher, or reading teacher). In other cases, it prepares students to perform at a higher level in their existing job. In yet other cases, it prepares students for Ph.D. study. Motivations for master’s degree work include professional updating, maintenance of accreditation, acquisition of new perspectives and skills, development of specialized knowledge, preparation to work with student teachers, preparation for leadership among teachers, and preparation for advanced graduate study.

Students can read about the admissions deadlines, policies, and requirements for this program on the Curriculum & Instruction Research M.S. page (p. 478) in the Graduate Guide.

M.S. IN CURRICULUM AND INSTRUCTION – NAMED OPTIONS (TEACHER CERTIFICATION)

This pathway to an M.S. in curriculum and instruction prepares students for a career in education as a licensed teacher. Students come to the program with a depth of content knowledge in their content area and work to build the skills and evidence needed to enter a secondary classroom as a newly licensed teacher. Motivations for master’s degree work in this program include an interest in working with adolescents in middle and high schools, a heightened focus on engaging in socially just teaching practices, a goal of building on content knowledge to connect with a wide array of students, and foster growth and development.

Students can read about the admissions deadlines, policies, and requirements for the various content master’s programs within the following links.
• Secondary English Education (p. 482)
• Secondary Mathematics Education (p. 486)
• Secondary Science Education (p. 491)
• Secondary Social Studies Education (p. 495)

ADMISSIONS

Students apply to the Master of Science in Curriculum and Instruction through one of the named options:

• Research (p. 478)
• Secondary English Education (https://guide.wisc.edu/graduate/curriculum-instruction/curriculum-instruction-ms/curriculum-instruction-secondary-english-education-ms/)
• Secondary Mathematics Education (https://guide.wisc.edu/graduate/curriculum-instruction/curriculum-instruction-ms/curriculum-instruction-secondary-mathematics-education-ms/)
• Secondary Science Education (https://guide.wisc.edu/graduate/curriculum-instruction/curriculum-instruction-ms/curriculum-instruction-secondary-science-education-ms/)
• Secondary Social Studies Education (https://guide.wisc.edu/graduate/curriculum-instruction/curriculum-instruction-ms/curriculum-instruction-secondary-social-studies-education-ms/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

FUNDING—FELLOWSHIPS AND FINANCIAL SUPPORT

For funding opportunities, please visit the page links for each named option.

• Research (p. 478)
• Secondary English Education (https://guide.wisc.edu/graduate/curriculum-instruction/curriculum-instruction-ms/curriculum-instruction-secondary-english-education-ms/)
• Secondary Mathematics Education (https://guide.wisc.edu/graduate/curriculum-instruction/curriculum-instruction-ms/curriculum-instruction-secondary-mathematics-education-ms/)
• Secondary Science Education (https://guide.wisc.edu/graduate/curriculum-instruction/curriculum-instruction-ms/curriculum-instruction-secondary-science-education-ms/)
• Secondary Social Studies Education (https://guide.wisc.edu/graduate/curriculum-instruction/curriculum-instruction-ms/curriculum-instruction-secondary-social-studies-education-ms/)

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

Requirements | Detail
--- | ---
Minimum Credit Requirement | 30 credits
Minimum Residence Credit Requirement | See Named Options for policy information.
Minimum Graduate Coursework Requirement | See Named Options for policy information.
Overall Graduate GPA Requirement | See Named Options for policy information.
Other Grade Requirements | See Named Options for policy information.
Assessments and Examinations Requirements | See Named Options for policy information.
Language Requirements | See Named Options for policy information.

REQUIRED COURSES

Select a Named Option (p. 477) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Curriculum and Instruction must select one of the following named options:

View as list View as grid
CURRICULUM AND INSTRUCTION: RESEARCH, M.S. (p. 478)
CURRICULUM AND INSTRUCTION: SECONDARY ENGLISH EDUCATION, M.S. (P. 482)
CURRICULUM AND INSTRUCTION: SECONDARY MATHEMATICS EDUCATION, M.S. (P. 486)
CURRICULUM AND INSTRUCTION: SECONDARY SCIENCE EDUCATION, M.S. (P. 491)
CURRICULUM AND INSTRUCTION: SECONDARY SOCIAL STUDIES EDUCATION, M.S. (P. 495)

POLICIES
Students should refer to one of the named options for policy information:

- Research (p. 478)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. (Breadth of Knowledge) Examples of competence may include demonstrating awareness of historical and intellectual context, educational practices, critical research paradigms within the broader field of Curriculum and Instruction, and theories and approaches from other fields as appropriate for their research.
2. (Depth of Knowledge) Examples of competence may include demonstrating mastery of concepts, theories, and research, and understanding of relevant educational practices and contexts, sufficient to pose questions that extend the current boundaries of knowledge within their chosen subfield of Curriculum and Instruction.

PEOPLE

Faculty: Professors Rudolph (chair), Baker (graduate program chair), Gomez, Grant, Graue, E. Halverson, Hassett, Hawkins, Hess, Popkewitz, Schweber, Tochon; Associate Professors L. Berland, M. Berland, Feinstein, Ghousseni, Ho, Pacheco, Russ, Stoddard, Vieira; Assistant Professors Bullock, C. Kirchgasler, K. Kirchgasler, Louie, McKinney de Royston, Roman, Wardrip; Affiliate Professors L. Bartlett, T. Dobbs, R. Halverson, P. Matthews, Nathan, H. Zhang. For more information about respective members of the faculty, see People (http://ci.education.wisc.edu/ci/people/faculty/) on the department website.

CERTIFICATION/LICENSURE

PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)
The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states: Wisconsin

The requirements of this program do not meet Certification/Licensure in the following states:
Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:

CURRICULUM AND INSTRUCTION: RESEARCH, M.S.

M.S. IN CURRICULUM AND INSTRUCTION: RESEARCH

This is a named option in the Curriculum and Instruction M.S. (p. 476)
The M.S. in curriculum and instruction research program prepares students for advanced work in education. In some cases, work leading to the degree prepares students to enter a new career as an educational specialist (e.g., curriculum developer, content-area specialist, school department head, curriculum supervisor, early childhood specialist, ESL or bilingual teacher, or teaching reading teacher). In other cases, it prepares students to perform at a higher level in their existing job. In yet other cases, it prepares students for Ph.D. study. Motivations for master’s degree work include professional updating, maintenance of accreditation, acquisition of new perspectives and skills, development of specialized knowledge, preparation to work with student teachers, preparation for leadership among teachers, and preparation for advanced graduate study. Whatever their personal reasons for pursuing the degree, master’s degree students should expect both an atmosphere of intellectual inquiry and the serious academic standards befitting a graduate research program in curriculum and instruction.
Details of requirements and procedures pertaining to master’s degree study in the department are described in the department’s M.S. Program Handbook (https://merit-www.education.wisc.edu/ci-handbook/). Because master’s degree students are personally responsible for learning about and following department requirements and procedures, they should familiarize themselves with this document. Master’s degree students are also personally responsible for learning about and following Graduate School policies. The curriculum and instruction graduate program office offers an informational meeting for new graduate students at the beginning of each semester.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>March 30*</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>August 30 for international applicants; November 30 for domestic applicants</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>January 30 for international applicants; April 30 for domestic applicants</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>May be required in certain cases; consult program.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

* Rolling admissions is available until June 30 for domestic applicants.

MASTER’S APPLICANTS

Official transcripts from all previous post-secondary study and three letters of recommendation are required for all master’s degree applicants. Letters of recommendation should be written by persons who are qualified to judge the potential of the applicant as a graduate student. All letters of recommendation are submitted electronically as part of the online application for admission.

All master’s degree applicants are required to submit a detailed statement of reasons for graduate study. This statement should indicate the applicant’s primary area of interest, professional objectives, career goals, and why the applicant is interested in pursuing the master’s degree in the Department of Curriculum and Instruction. This information is used to gauge the appropriateness of the applicant’s program goals in relation to the department’s mission and to identify prospective advisors whose research interests match those of the applicant. If an applicant’s statement fails to persuade a faculty member to serve as the graduate advisor, the applicant will be refused admission; it is therefore important that this statement be detailed, well-written, and matched to specific areas of study that are available in the department. If an applicant would like for a particular professor to serve as graduate advisor, the applicant should identify the desired advisor in the statement of reasons for graduate study.

All master’s degree applicants are required to submit a resume or curriculum vitae (cv).

For the Curriculum and Instruction master’s program, if the grade point average (GPA) of an applicant’s last 60 semester hours of undergraduate coursework is below 3.0 (on a 4-point scale), the applicant may also be required in certain cases to take the Graduate Record Exam (GRE) general test and have an official report of the scores sent electronically from the Educational Testing Service (ETS) to UW–Madison (institution code: 1846).

International applicants should note additional requirements that are described in the International Applications section, below.

INTERNATIONAL APPLICANTS

The department has a long and successful history of working with graduate students from around the world. Over the last 25 years, approximately 130 M.S. degrees were earned by international students; students in this group came from 37 countries. During the same period, approximately 150 Ph.D. degrees were earned by international students in the department; students in this group came from 43 countries. Altogether, approximately one-third of our graduate students in Curriculum and Instruction are international students, which enriches the social and intellectual environment for all faculty and students as we continuously learn from each other.

In accord with Graduate School policy, applicants whose native language is not English or whose undergraduate instruction was not in English must provide official scores from the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). An admitted applicant whose internet-based TOEFL (iBT) score is below 92, or whose IELTS score is below 7 must take an English assessment test upon arrival. They must then register for any English as a Second Language (ESL) courses that are recommended. Please see the Graduate School’s Requirements for Admissions (https://grad.wisc.edu/apply/requirements/) page for the minimum required scores.

Expected Background in Professional Education

A professional background in education (typically, as a certified teacher) is a prerequisite for most graduate areas of study in the Department of Curriculum and Instruction. Applicants to certain areas of study within the department are sometimes admitted without teacher certification, but they are nevertheless required to have taken at least 12 credits in professional education courses that are equivalent to courses taught within a school of education, as judged by the Graduate Program Committee. Applicants lacking this background will be required to take a specified number of credits of education coursework in addition to the course work ordinarily required in the graduate program. The courses taken should be chosen in consultation with the graduate advisor, and each of these courses must be taken for a letter grade (not pass/fail). These courses may be carried concurrently with regular
Curriculum and Instruction: Research, M.S.

graduate courses; but, being additional requirements, they do not count toward requirements of the graduate program.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**DEPARTMENT FUNDING**

The department itself does not typically award fellowships or scholarships to Master’s students.

However, Master’s students are eligible to apply for non-C&I teaching assistantships, project assistantships, or research assistantships through the campus jobs portal (https://studentjobs.wisc.edu/). Assistantships are also available in the Wisconsin Center for Education Research (http://www.wcer.wisc.edu/). These assistantships are awarded to qualified, full-time graduate students and typically involve 10–20 hours of professional work each week, usually in close collaboration with one or more professors. Assistantships provide a stipend and may include the cost of tuition (excluding segregated fees).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
<th>Overall GPA Requirement</th>
<th>Other Grade Requirements</th>
<th>Assessments Requirement</th>
<th>Examinations Requirement</th>
<th>Language Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>- 30 credits</td>
<td>21 credits</td>
<td>100% of the credits taken at UW–Madison must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
<td>3.25 GPA required.</td>
<td>None.</td>
<td>Students are required to complete a thesis or a project; and they must also complete an examination.</td>
<td>No language requirements other than the English Proficiency required for admission.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

At least 15 of the 30 credits must be from Curriculum & Instruction (http://guide.wisc.edu/courses/curric/), but of these 15, none may be CURRIC 799 Master's Independent Study.

CURRIC 799 is allowed to count for the remaining 15 credits.

CURRIC 790 Master's Project or Thesis is not allowed to count toward any of the 30 credits.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. This coursework does not appear on a UW–Madison transcript nor count toward graduate career GPA. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements. Students should read the program handbook to see which credits may be counted.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.
**UW–Madison University Special**

With program approval, students are allowed to count no more than 9 credits of coursework with the graduate attribute taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a Master's degree is not allowed to satisfy requirements.

**PROBATION**

The status of a student can be one of two options:

1. Satisfactory progress (progressing according to standards)
2. Unsatisfactory progress (not progressing according to standards; permitted to enroll with specific plan with dates and deadlines in place in regard to removal of unsatisfactory progress to avoid dismissal from the program).

**ADVISOR / COMMITTEE**

All students are required to have an advisor. An advisor is assigned to all incoming students. To ensure that they are making satisfactory progress toward a degree, students should meet with their advisor on a regular basis.

The advisor serves as the thesis advisor. Students can be suspended from the program, if they do not have an advisor.

**CREDITS PER TERM ALLOWED**

Students may not enroll for more than 12 credits without first obtaining prior written approval from their advisor.

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosu.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosu.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both
with English language learners (ESL certification). Additional information prepares students for a teaching license both in a specific content area at (English, Master of Science in Curriculum and Instruction with named options in Mathematics, and Social Studies). This is a named option in the Curriculum and Instruction M.S. (p. 495).

A master of science with secondary teacher certification is offered as a Master of Science in Curriculum and Instruction with named options in English, mathematics (p. 486), science (p. 491), and social studies (p. 495). The program is a streamlined, graduate-level program which prepares students for a teaching license both in a specific content area at the secondary level (English, math, science, or social studies) and to work with English language learners (ESL certification). Additional information may be found at https://uwteach.education.wisc.edu/. Candidates may apply for more than one content area, however they will only be allowed to enroll in one area at a time. Elementary teacher certification is not available through the Department of Curriculum and Instruction Master’s program. Students who desire elementary teacher certification should contact Education Academic Services (https://www.education.wisc.edu/soe/academics/undergraduate-students/academic-advising/).

The M.S. program with named option in Secondary English Education accepts applications starting the summer of the preceding year, until the program reaches its capacity. A new cohort begins each June. The program covers two summers and an intervening academic year. Throughout this time span, students take graduate-level courses and engage in fieldwork associated with those courses. In addition, students must complete a master’s project.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements (https://grad.wisc.edu/apply/requirements/ of the Graduate School as well as the program(s)).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>This program does not admit in the fall.</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>June 1*</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>May be required in certain cases; consult program.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>PRAXIS 2 content exam may be required if the breadth of coursework does not match licensing content standards.</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>2</td>
</tr>
<tr>
<td>* December 1 is the deadline for early admission and priority scholarship consideration. As space allows, the program will continue to review applications from Dec 1 until June 1. Financial options are available for later applicants.</td>
<td></td>
</tr>
</tbody>
</table>

Prerequisites to applying to the Secondary English Education named option can be found here (http://www.uwteach.org/prerequisites3.html).

**ADMISSIONS REQUIREMENTS**

- Baccalaureate level / bachelor's degree
- Transcripts

**OTHER**

n/a

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PEOPLE**

Faculty: Professors Rudolph (chair), Baker (graduate program chair), Gomez, Grant, Graue, E. Halverson, Hassett, Hawkins, Hess, Popkewitz, Schweber, Tochen; Associate Professors L. Berland, M. Berland, Feinstein, Ghoussinei, Ho, Pacheccou, Russ, Stoddard, Vieira; Assistant Professors Bullock, C. Kirchgasler, K. Kirchgasler, Louie, McKinney de Royston, Roman, Wardrip; Affiliate Professors L. Bartlett, T. Dobbs, R. Halverson, P. Matthews, Nathan, H. Zhang. For more information about respective members of the faculty, see People (http://ci.education.wisc.edu/ci/people/faculty/) on the department website.

**CURRICULUM AND INSTRUCTION: SECONDARY ENGLISH EDUCATION, M.S.**

This is a named option in the Curriculum and Instruction M.S. (p. 495).

The program is a streamlined, graduate-level program which prepares students for a teaching license both in a specific content area at the secondary level (English, math, science, or social studies) and to work with English language learners (ESL certification). Additional information
• GPA (grade point average) of 3.0 or better (exceptions can be made on a case-by-case basis)
• Prerequisite courses and experiences
• TOEFL scores (for candidates wherein English is a second language or whose undergraduate study was completed in languages other than English)
• Letters of recommendation
• Statement of purpose/reasons for graduate study
• Resume

Details about these requirements can be found here (http://www.uwteach.org/admissions-requirements.html).

HOW TO APPLY

Step 1: Apply to the UW–Madison Graduate School (https://grad.wisc.edu/apply/)
Information required at this step includes the following:

• Autobiographical data
• Transcripts documenting undergraduate degree from an accredited college
• GRE scores—if applicants’ GPA is below 3.0
• International applicants—TOEFL score 92/120 and proof of funding
• Statement of purpose—open-ended format, usually not to exceed one page
• Resume (or short CV) listing your academic and professional experience as well as any other information that might be helpful to us in evaluating your application. (No specific format is required, but it should not exceed two pages in length.)
• Two letters of recommendation—up to three are allowed
• Supplemental application: This section includes open-ended prompts requesting:
  • Further information about coursework or professional experience within the content field
  • An opportunity to share extenuating circumstances if you feel your GPA does not adequately reflect your academic abilities.
  • A brief summary of your previous work with adolescents, educational settings, and/or speakers of languages other than English. (Experience in these areas are not required, but are helpful in determining your readiness for the program.)
  • In essay format, answers to three prompts specifically tailored to your subject area.

• Please note:
  • Be certain you select “Summer” as your Term of Admission in the Graduate School online application.
  • The UW Secondary Education M.S. Program admits new students only for the “summer” term.
  • Be certain you select Curriculum and Instruction M.S.—with your specified content area. This includes secondary education in English, Mathematics, Science or Social Studies.
  • Students may only be enrolled in one subject area. Science and Social Studies certification may include multiple subcategories within the subject area.

After your application is complete, a content area team will review your application and share their recommendation with you and the Graduate School.

If the recommendation is favorable, the UW Graduate School will make a final decision on your application. Official transcripts and a background check must be submitted prior to final admission.

If the recommendation is not favorable, a letter will be sent to you outlining the concern or issue. When applicable, you may be offered an opportunity to remain on a “waitlist” as future spots may become available.

PLEASE REMEMBER THAT EARLY APPLICANT REVIEW APPLIES TO APPLICATIONS RECEIVED BY December 1
We will review applications after December 1 until June 1 as space allows.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students are not permitted to accept teaching, project, or research assistantships or other appointments that would result in a tuition waiver.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

Minimum Credit Requirement 30 credits

Minimum Residence Credit Requirement 30 credits

Minimum Graduate Coursework Requirement 80% of the credits taken at UW–Madison must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/). On-campus vs. Online

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**REQUIRED COURSES**

**Summer 1 (Full Time - Mid June to Late August)**

**Coursework**

- ED POL 600 Problems in Educational Policy 3
- CURRIC 672 Community-Based Practicum 2 2
- CURRIC 675 General Seminar (Understanding Language) 3
- CURRIC 535 Foundations of Literacy 2
- Fieldwork 2
- CURRIC 510 Community-Based Practicum 2 1-4

**Fall: Academic Semester 1 (Full Time - Early September to Mid January)**

**Coursework**

- CURRIC 507 Inclusive Education in Secondary Schools 2
- ED PSYCH 621 Adolescent Development in Educational Contexts 2
- CURRIC 396 Teaching of English 3
- CURRIC 673 Learning Second Language and Literacies 2
- CURRIC 729 Classroom Management for Secondary Educators 1

**Spring: Academic Semester 2 (Full Time - Mid January to Early June)**

**Coursework**

- CURRIC 596 Advanced Practices in Teaching English in Secondary Schools 3
- CURRIC 674 Advanced Methods in Teaching English as a Second Language 3
- Fieldwork 5
- CURRIC 675 General Seminar 4 1-3
- CURRIC 496 Student Teaching of English in the High School 4 2-12
- or CURRIC 472 Student Teaching of English in the Middle School

**Summer 2 (Full Time - Early June to Early August)**

**Coursework**

- ELPA 640 Legal Rights and Responsibilities for Teachers 1
- CURRIC 747 Masters Capstone in Teacher Education 3
- CURRIC 675 General Seminar (Professional Launch Series) 6 1-3

**Master’s Project**

1 The focus of this summer semester includes a field experience in the local community intended to involve program students with adolescents from diverse backgrounds. The university courses present assignments for students to carry out in the practicum sites. Within the content domain, program students will consider how academic subject knowledge is and should be translated into the curriculum.

2 CURRIC 510 Community-Based Practicum is typically taken for 2 credits and CURRIC 511 School-Based Practicum is typically taken for 1 credit.

3 In this summer, program students are placed in local secondary schools. University courses provide assignments for students in their practicum sites and present concepts useful for understanding schooling, teaching, and students. Topics addressed across all coursework are working with all students, universal curriculum design, understanding contemporary adolescence, and theories of literacy and strategies in learning languages.

4 Fall student teaching is typically 4 credits and spring student teaching is typically 8 credits, and includes a seminar. These courses are only required for certification; however, they are not required for the master’s degree.

5 Program students will be immersed in a semester of student teaching. University course work provides assignments for students to carry out in their student teaching as well as concepts and practices that will enhance their instructional effectiveness. Each student will also prepare and teach an instructional unit incorporating key teachings of the university courses from both semesters. This unit will also provide evidence of meeting edTPA requirements.

6 Recommended but not required for the master’s degree.
In the final summer, students will complete their master’s projects under the direction of their capstone instructor and advisor. Students will also complete a portfolio including artifacts demonstrating proficiency on each of the School of Education’s Teaching Standards (https://careers.education.wisc.edu/pi34/docs/Standards.pdf).

**POLICIES**

**GRADUATE SCHOOL POLICIES**
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Students may not transfer in credits of graduate courses from other institutions.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

No credits as a UW–Madison University Special student are allowed to count toward the degree.

**PROBATION**

The status of a student can be one of two options:

1. Satisfactory progress (progressing according to standards)
2. Unsatisfactory progress (not progressing according to standards); permitted to enroll with a specific plan including dates and improvement benchmarks necessary to avoid dismissal from the program.

**ADVISOR / COMMITTEE**

All students are required to have an advisor. An advisor is assigned to all incoming students. To ensure that they are making satisfactory progress toward a degree, students should meet with their advisor on a regular basis.

The advisor serves as the primary contact within the program and approves the candidate’s capstone project. Students can be suspended from the program if they do not have an advisor.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's
satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean's Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER

Students are not permitted to accept teaching, project, or research assistantships or other appointments that would result in a tuition waiver. Students also cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professors Rudolph (chair), Baker (graduate program chair), Gomez, Grant, Graue, E. Halverson, Hassett, Hawkins, Hess, Popkewitz, Schweber, Tochon, Associate Professors L. Berland, M. Berland, Feinstein, Ghousseinei, Ho, Pacheco, Russ, Stoddard, Vieira; Assistant Professors Bullock, C. Kirchgasler, K. Kirchgasler, Louie, McKinney de Royston, Roman, Wardrip; Affiliate Professors L. Bartlett, T. Dobbs, R. Halverson, P. Matthews, Nathan, H. Zhang. For more information about respective members of the faculty, see People (http://ci.education.wisc.edu/ci/people/faculty/) on the department website.

CURRICULUM AND INSTRUCTION:
SECONDARY MATHEMATICS EDUCATION, M.S.

This is a named option in the Curriculum and Instruction M.S. (p. 486).

A master of science with secondary teacher certification is offered as a Master of Science in Curriculum and Instruction with named options in English (p. 482), mathematics, science (p. 491), and social studies (p. 495). The program is a streamlined, graduate-level program which prepares students for a teaching license both in a specific content area at the secondary level (English, math, science, or social studies) and to work with English language learners (ESL certification). Additional information may be found at https://uwteach.education.wisc.edu/. Candidates may apply for more than one content area, however they will only be allowed to enroll in one area at a time. Elementary teacher certification is not available through the Department of Curriculum and Instruction Master's program. Students who desire elementary teacher certification should contact Education Academic Services (https://www.education.wisc.edu/soe/academics/undergraduate-students/academic-advising/).

The M.S. program with named option in Secondary Mathematics Education accepts applications starting the summer of the preceding year, until the program reaches its capacity. A new cohort begins each June. The program covers two summers and an intervening academic year. Throughout this time span, students take graduate-level courses and engage in fieldwork associated with those courses. In addition, students must complete a master's project.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>This program does not admit in the fall.</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>June 1*</td>
</tr>
</tbody>
</table>
Information required at this step includes the following:

Grad.wisc.edu/apply/

Step 1: HOW TO APPLY

www.uwteach.org/admissions-requirements.html

Details about these requirements can be found here (http://www.uwteach.org/prerequisites.html).

Prerequisites to applying to the Secondary Mathematics Education named option can be found here (http://www.uwteach.org/prerequisites.html).

ADMISSIONS REQUIREMENTS

- Baccalaureate level/bachelor’s degree
- Transcripts
- GPA (grade point average) of 3.0 or better (exceptions can be made on a case by case basis)
- Prerequisite courses and experiences
- TOEFL scores (for candidates wherein English is a second language or whose undergraduate study was completed in languages other than English)
- Letters of recommendation
- Statement of purpose/reasons for graduate study
- Resume

Details about these requirements can be found here (http://www.uwteach.org/admissions-requirements.html).

FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students are not permitted to accept teaching, project, or research assistantships or other appointments that would result in a tuition waiver.
**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
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<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

- **Minimum Credit Requirement**: 30 credits
- **Minimum Residence Credit Requirement**: 30 credits
- **Minimum Graduate Coursework Requirement**: 80% of the credits taken at UW–Madison must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/)
- **Overall Graduate GPA Requirement**: 3.00 GPA required.

**Other Grade Requirements**: Students must earn a B average or above in all coursework. For certification, if a candidate does not earn a B or better in a course, additional work may be required.

**Assessments and Examinations Requirements**: Vary by named option; please see the program website.

**REQUIRED COURSES**

There are four distinct subject-area programs within the UW-Madison Secondary Teacher Certification Program (English, Mathematics (p. 486), Science (p. 491), and Social Studies (p. 495)). Students apply to and are admitted to one of these areas. Students in all four, however, go through the program as a cohort and take classes and participate in school field experiences with students from across the subject areas. Teaching and learning about English as a Second Language (ESL) is a co-equal area of certification and is infused throughout the program.

**Summer 1 (Full Time - Mid June to Late August)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRIC 672</td>
<td>General Seminar (Understanding Language)</td>
<td>2-3</td>
</tr>
<tr>
<td>CURRIC 675</td>
<td>Epistemology of Mathematics for Teachers</td>
<td>2</td>
</tr>
</tbody>
</table>

**Fall: Academic Semester 1 (Full Time - Early September to Mid January)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRIC 507</td>
<td>Inclusive Education in Secondary Schools</td>
<td>2</td>
</tr>
<tr>
<td>CURRIC 621</td>
<td>Adolescent Development in Educational Contexts</td>
<td>2</td>
</tr>
<tr>
<td>CURRIC 393</td>
<td>The Teaching of Secondary School Mathematics I</td>
<td>3</td>
</tr>
<tr>
<td>CURRIC 673</td>
<td>Learning Second Language and Literacies</td>
<td>2</td>
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</table>

**Fieldwork**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CURRIC 510</td>
<td>Community-Based Practicum</td>
<td>1-4</td>
</tr>
</tbody>
</table>

**Spring: Academic Semester 2 (Full Time - Mid January to Early June)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRIC 394</td>
<td>The Teaching of Secondary School Mathematics II</td>
<td>3</td>
</tr>
<tr>
<td>CURRIC 674</td>
<td>Advanced Methods in Teaching English as a Second Language</td>
<td>3</td>
</tr>
</tbody>
</table>

**Fieldwork**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>CURRIC 494</td>
<td>Student Teaching in High School Mathematics</td>
<td>4-12</td>
</tr>
<tr>
<td>or CURRIC 497</td>
<td>Student Teaching in Middle School Mathematics</td>
<td></td>
</tr>
<tr>
<td>CURRIC 675</td>
<td>General Seminar</td>
<td>1-3</td>
</tr>
</tbody>
</table>
The focus of this summer semester includes a field experience in the local community intended to involve program students with adolescents from diverse backgrounds. The university courses present assignments for students to carry out in the practicum sites. Within the content domain, program students will consider how academic subject knowledge is and should be translated into the curriculum.

CURRIC 510 Community-Based Practicum is typically taken for 2 credits and CURRIC 511 School-Based Practicum is typically taken for 1 credit.

In this semester, program students are placed in local secondary schools. University courses provide assignments for students in their practicum sites and present concepts useful for understanding schooling, teaching, and students. Topics addressed across all coursework are working with all students, universal curriculum design, understanding contemporary adolescence, and theories of literacy and strategies in learning languages.

Fall student teaching is typically 4 credits and spring student teaching is typically 8 credits, and includes a seminar. These courses are only required for certification; however, they are not required for the master's degree.

Program students will be immersed in a semester of student teaching. University course work provides assignments for students to carry out in their student teaching as well as concepts and practices that will enhance their instructional effectiveness. Each student will also prepare and teach an instructional unit incorporating key teachings of the university courses from both semesters. This unit will also provide evidence of meeting edTPA requirements.

Recommended but not required for the master's degree.

In the final summer, students will complete their master's projects under the direction of their capstone instructor and advisor. Students will also complete a portfolio including artifacts demonstrating proficiency on each of the School of Education's Teaching Standards (https://careers.education.wisc.edu/pi34/docs/Standards.pdf).

### NAMED OPTION-SPECIFIC POLICIES

#### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

Students may not transfer in credits of graduate course from other institutions.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

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#### PROBATION

The status of a student can be one of two options:

1. Satisfactory progress (progressing according to standards)
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#### ADVISOR / COMMITTEE

All students are required to have an advisor. An advisor is assigned to all incoming students. To ensure that they are making satisfactory progress toward a degree, students should meet with their advisor on a regular basis.

The advisor serves as the primary contact within the program and approves the candidate's capstone project. Students can be suspended from the program if they do not have an advisor.

#### CREDITS PER TERM ALLOWED

15 credits

#### TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

#### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

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- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
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Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

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PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professors Rudolph (chair), Baker (graduate program chair), Gomez, Grant, Graue, E. Halverson, Hassett, Hawkins, Hess, Popkewitz, Schweber, Tochon, Associate Professors L. Berland, M. Berland, Feinstein, Ghausseini, Ho, Pacheco, Russ, Stoddard, Vieira; Assistant Professors Bullock, C. Kirchgasler, K. Kirchgasler, Louie, McKinney de Royston, Roman, Wardrip; Affiliate Professors L. Bartlett, T. Dobbs, R. Halverson, P. Matthews, Nathan, H. Zhang. For more information about respective members of the faculty, see People (http://ci.education.wisc.edu/ci/people/faculty/) on the department website.
CURRICULUM AND INSTRUCTION: SECONDARY SCIENCE EDUCATION, M.S.

This is a named option in the Curriculum & Instruction M.S. (p. 495).

A Master of Science with secondary teacher certification is offered as a Master of Science in curriculum and instruction with named options in English (p. 482), mathematics (p. 486), science, and social studies (p. 495). The program is a streamlined, graduate-level program which prepares students for a teaching license both in a specific content area at the secondary level (English, math, science, or social studies) and to work with English language learners (ESL certification). Additional information may be found at https://uwteach.education.wisc.edu/. Candidates may apply for more than one content area, however they will only be allowed to enroll in one area at a time. Elementary teacher certification is not available through the Department of Curriculum and Instruction Master’s program. Students who desire elementary teacher certification should contact Education Academic Services (https://www.education.wisc.edu/soe/academics/undergraduate-students/education-advising/).

The M.S. program with named option in Secondary Science Education accepts applications starting the summer of the preceding year, until the program reaches its capacity. A new cohort begins each June. The program covers two summers and an intervening academic year. Throughout this time span, students take graduate-level courses and engage in fieldwork associated with those courses. In addition, students must complete a Master’s project.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/ of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>This program does not admit in the fall.</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>June 1*</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>If GPA is below a 3.0, a GRE may be required. Please consult the program.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>PRAXIS 2 content exam may be required if the breadth of coursework does not match licensing content standards.</td>
</tr>
</tbody>
</table>

Letters of Recommendation Required

• December 1 is the deadline for early admission and priority scholarship consideration. As space allows, the program will continue to review applications from Dec 1 until June 1. Financial options are available for later applicants.

Prerequisites to applying to the Secondary Science Education named option can be found here (http://www.uwteach.org/prerequisites2.html).

ADMISSIONS REQUIREMENTS

• Baccalaureate level/bachelor’s degree
• Official Transcripts
• GPA (grade point average) of 3.0 or better (exceptions can be made on a case by case basis)
• Prerequisite content courses and experiences
• TOEFL scores (for candidates wherein English is a second language or whose undergraduate study was completed in languages other than English)
• Letters of recommendation
• Statement of purpose/reasons for graduate study
• Resume

Details about these requirements can be found here (http://www.uwteach.org/admissions-requirements.html).

HOW TO APPLY

Step 1: Apply to the UW-Madison Graduate School (https://grad.wisc.edu/apply/)

Information required at this step includes the following:

• Autobiographical data
• Transcripts documenting undergraduate degree from an accredited college
• GRE scores—if applicants’ GPA is below 3.0
• International applicants—TOEFL score 92/120 and proof of funding
• Statement of purpose—open-ended format, usually not to exceed one page
• Resume (or short CV) listing your academic and professional experience as well as any other information that might be helpful to us in evaluating your application. (No specific format is required, but it should not exceed two pages in length.)
• Two letters of recommendation—up to three are allowed
• Supplemental application: This section includes open-ended prompts requesting:
  • A brief summary of your previous work with adolescents, educational settings, and/or speakers of languages other than English. (Experience in these areas are not required, but are helpful in determining your readiness for the program.)
  • An opportunity to share extenuating circumstances if you feel your GPA does not adequately reflect your academic abilities.
  • In essay format, answers to three prompts specifically tailored to your subject area.

• Please note:
  • Be certain you select “Summer” as your Term of Admission in the Graduate School online application.
• The UW Secondary Education M.S. Program admits new students only for the “summer” term.
• Be certain you select Curriculum and Instruction M.S.—with your specified content area. This includes secondary education in English, Mathematics, Science or Social Studies.
• Students may only be enrolled in one subject area.
• Please read the Graduate School’s Frequently Asked Questions (FAQ) (http://grad.wisc.edu/admissions/faq/) before completing the online application.

Step 2: Final Decisions
After your application is complete, a content area team will review your application and share their recommendation with you and the Graduate School.

If the recommendation is favorable, the UW Graduate School will make a final decision on your application. Official transcripts and a background check must be submitted and meet necessary guidelines prior to final admission.

If the recommendation is not favorable, a letter will be sent to you outlining the concern or issue. When applicable, you may be offered an opportunity to remain on a “waitlist,” as future spots may become available.

PLEASE REMEMBER THAT THE EARLY APPLICANT REVIEW APPLIES TO APPLICATIONS RECEIVED BY DECEMBER 1.

We will review applications between Dec 1 and June 1 as space allows.

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Students are not permitted to accept teaching, project, or research assistantships or other appointments that would result in a tuition waiver.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer 1 (Full Time - Mid June to Late August)</td>
<td></td>
<td></td>
<td>1</td>
</tr>
</tbody>
</table>

Coursework

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Residence Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Graduate Coursework Requirement</td>
<td>80% of the credits taken at UW-Madison must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B average or above in all coursework to earn the MS. For teaching certification, a candidate must earn a B or better in each course. If a candidate does not earn a B or better additional coursework may be required.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Requirements vary by named option; please see the program website</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Candidates must demonstrate advanced proficiency in English to acquire the English as a Second Language certification.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

There are four distinct subject-area programs within the UW-Madison Secondary Teacher Certification Program (English (p. 482), Mathematics (p. 486), Science, and Social Studies (p. 495)). Students apply to and are admitted to one of these areas. Students in all four, however, go through the program as a cohort and take classes and participate in school field experiences with students from across the subject areas. Teaching and learning about English as a Second Language (ESL) is a co-equal area of certification and is infused throughout the program.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED POL 600</td>
<td>Problems in Educational Policy</td>
<td>3</td>
</tr>
<tr>
<td>CURRIC 672</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>CURRIC 675</td>
<td>General Seminar (Understanding Language)</td>
<td>2-3</td>
</tr>
<tr>
<td>CURRIC 735</td>
<td>Epistemic Practice and Science Teaching</td>
<td>2</td>
</tr>
<tr>
<td>Fieldwork</td>
<td></td>
<td>1-4</td>
</tr>
<tr>
<td>CURRIC 510</td>
<td>Community-Based Practicum</td>
<td>1-4</td>
</tr>
</tbody>
</table>

**Fall: Academic Semester 1 (Full Time - Early September to Mid January)**

<table>
<thead>
<tr>
<th>Coursework</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRIC 507</td>
<td>Inclusive Education in Secondary Schools</td>
<td>2</td>
</tr>
<tr>
<td>ED PSYCH 621</td>
<td>Adolescent Development in Educational Contexts</td>
<td>2</td>
</tr>
<tr>
<td>CURRIC 390</td>
<td>Teaching of Science in Secondary Schools</td>
<td>3</td>
</tr>
<tr>
<td>CURRIC 673</td>
<td>Learning Second Language and Literacies</td>
<td>2</td>
</tr>
<tr>
<td>CURRIC 729</td>
<td>Classroom Management for Secondary Educators</td>
<td>1</td>
</tr>
<tr>
<td>Fieldwork 2</td>
<td></td>
<td>1-4</td>
</tr>
<tr>
<td>CURRIC 511</td>
<td>School-Based Practicum</td>
<td>1-4</td>
</tr>
<tr>
<td>CURRIC 495</td>
<td>Student Teaching in Science in the Middle School</td>
<td>2-12</td>
</tr>
<tr>
<td>or CURRIC 490</td>
<td>Student Teaching in Science in the High School</td>
<td></td>
</tr>
</tbody>
</table>

**Spring: Academic Semester 2 (Full Time - Mid January to Early June)**

<table>
<thead>
<tr>
<th>Coursework</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRIC 590</td>
<td>Advanced Practices in the Teaching of Science</td>
<td>3</td>
</tr>
<tr>
<td>CURRIC 674</td>
<td>Advanced Methods in Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>Fieldwork 3</td>
<td></td>
<td>1-4</td>
</tr>
<tr>
<td>CURRIC 490</td>
<td>Student Teaching in Science in the High School</td>
<td>2-12</td>
</tr>
<tr>
<td>or CURRIC 495</td>
<td>Student Teaching in Science in the Middle School</td>
<td></td>
</tr>
<tr>
<td>CURRIC 675</td>
<td>General Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>

**Summer 2 (Full Time - Early June to Early August)**

<table>
<thead>
<tr>
<th>Coursework</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 640</td>
<td>Legal Rights and Responsibilities for Teachers</td>
<td>1</td>
</tr>
<tr>
<td>CURRIC 747</td>
<td>Masters Capstone in Teacher Education</td>
<td>3</td>
</tr>
<tr>
<td>CURRIC 675</td>
<td>General Seminar (Professional Launch Series)</td>
<td>1-3</td>
</tr>
</tbody>
</table>

**Master's Project**

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1. The focus of this summer semester includes a field experience in the local community intended to involve program students with adolescents from diverse backgrounds. The university courses present assignments for students to carry out in the practicum sites. Within the content domain, program students will consider how academic subject knowledge is and should be translated into the curriculum.

2. CURRIC 510 is typically taken for 2 credits and CURRIC 511 is typically taken for 1 credit.

3. In this semester, program students are placed in local secondary schools. University courses provide assignments for students in their practicum sites and present concepts useful for understanding schooling, teaching, and students. Topics addressed across all coursework are working with all students, universal curriculum design, understanding contemporary adolescence, and theories of literacy and strategies in learning languages.

4. Fall student teaching is typically 4 credits and spring student teaching is typically 8 credits, and includes a seminar. These courses are only required for certification; however, they are not required for the master's degree.

5. Program students will be immersed in a semester of student teaching. University course work provides assignments for students to carry out in their student teaching as well as concepts and practices that will enhance their instructional effectiveness. Each student will also prepare and teach an instructional unit incorporating key teachings of the university courses from both semesters. This unit will also provide evidence of meeting edTPA requirements.

6. Recommended but not required for the master's degree.

7. In the final summer, students will complete their master's projects under the direction of their capstone instructor and advisor. Students will also complete a portfolio including artifacts demonstrating proficiency on each of the School of Education's Teaching Standards (https://careers.education.wisc.edu/pi34/docs/Standards.pdf).

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**Policies**

**Graduate School Policies**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**Named Option-Specific Policies**

**Prior Coursework**

**Graduate Work from Other Institutions**

Students may not transfer in credits of graduate course from other institutions.

**UW-Madison Undergraduate**

No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.

**UW-Madison University Special**

No credits as a UW-Madison University Special student are allowed to count toward the degree.

**Probation**

The status of a student can be one of two options:

1. Satisfactory progress (progressing according to standards)
2. Unsatisfactory progress (not progressing according to standards; permitted to enroll with a specific plan including dates and deadlines)
in place in regards to the removal of unsatisfactory progress to avoid dismissal from the program).

ADVISOR / COMMITTEE
All students are required to have an advisor. An advisor is assigned to all incoming students. To ensure that they are making satisfactory progress toward a degree, students should meet with their advisor on a regular basis.

The advisor serves as the primary contact within the program and approves the candidate’s capstone project. Students can be suspended from the program if they do not have an advisor.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
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PEOPLE

Faculty: Professors Rudolph (chair), Baker (graduate program chair), Gomez, Grant, Graue, E. Halverson, Hassett, Hawkins, Hess, Popkewitz, Schweber, Tochon; Associate Professors L. Berland, M. Berland, Feinstein, Ghousseini, Ho, Pacheco, Russ, Stoddard, Vieira; Assistant Professors Bullock, C. Kirchgasler, K. Kirchgasler, Louie, McKinney de Royston, Roman, Wardrip; Affiliate Professors L. Bartlett, T. Dobbs, R. Halverson, P. Matthews, Nathan, H. Zhang. For more information about respective members of the faculty, see People (http://ci.education.wisc.edu/ci/people/faculty/) on the department website.

CURRICULUM AND INSTRUCTION: SECONDARY SOCIAL STUDIES EDUCATION, M.S.

This is a named option in the Curriculum and Instruction M.S. (p. 482).

A master of science with secondary teacher certification is offered as a Master of Science in Curriculum and Instruction with named options in English (p. 482), mathematics (p. 486), science (p. 491), and social studies. The program is a streamlined, graduate-level program which prepares students for a teaching license both in a specific content area at the secondary level (English, math, science, or social studies) and to work with English language learners (ESL certification). Additional information may be found at https://uwteach.education.wisc.edu/. Candidates may apply for more than one content area, however they will only be allowed to enroll in one area at a time. Elementary teacher certification is not available through the Department of Curriculum and Instruction Master's program. Students who desire elementary teacher certification should contact Education Academic Services (https://www.education.wisc.edu/soe/academics/undergraduate-students/academic-advising/).

The M.S. program with named option in Secondary Social Studies Education accepts applications starting the summer of the preceding year, until the program reaches its capacity. A new cohort begins each June. The program covers two summers and an intervening academic year. Throughout this time span, students take graduate-level courses and engage in fieldwork associated with those courses. In addition, students must complete a master's project.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>Summer Deadline</td>
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<td>GRE (Graduate Record Examinations)</td>
<td>If GPA is below 3.0, a GRE may be required.</td>
</tr>
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<td></td>
<td>Please consult the program.</td>
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<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>PRAXIS 2 content exam may be required if breadth of coursework does not match licensing content standards.</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>2</td>
</tr>
</tbody>
</table>

* December 1 is the deadline for early admission and priority scholarship consideration. As space allows, the program will continue to review applications from Dec 1 until June 1. Financial options are available for later applicants.

Prerequisites to applying to the Secondary Social Studies Education named option can be found here (http://www.uwteach.org/prerequisites1.html).

ADMISSIONS REQUIREMENTS

- Baccalaureate level / bachelor's degree
- Transcripts
- GPA (grade point average) of 3.0 or better (exceptions can be made on a case by case basis)
- Prerequisite courses and experiences
- TOEFL scores (for candidates wherein English is a second language or whose undergraduate study was completed in languages other than English)
- Letters of recommendation
- Statement of purpose/reasons for graduate study
- Resume
Details about these requirements can be found here (http://www.uwteach.org/admissions-requirements.html).

**HOW TO APPLY**

**Step 1:** Apply to the UW-Madison Graduate School (https://grad.wisc.edu/apply/)

Information required at this step includes the following:

- Autobiographical data
- Transcripts documenting undergraduate degree from an accredited college
- GRE scores—if applicants’ GPA is below 3.0
- International applicants—TOEFL score 92/120 and proof of funding
- Statement of purpose—open-ended format, usually not to exceed one page
- Resume (or short CV) listing your academic and professional experience as well as any other information that might be helpful to us in evaluating your application. (No specific format is required, but it should not exceed two pages in length.)
- Two letters of recommendation—up to three are allowed
- Supplemental application: This section includes open-ended prompts requesting:
  - Further information about coursework or professional experience within the content field
  - GPA from your last 60 credits, and an opportunity share extenuating circumstances if you feel the number does not adequately reflect your academic abilities.
  - A brief summary of your previous work with adolescents, educational settings, and/or speakers of languages other than English. (Experience in these areas are not required, but are helpful in determining your readiness for the program.)
  - In essay format, answers to three prompts specifically tailored to your subject area.

**Please note:**

- Be certain you select "Summer" as your Term of Admission in the Graduate School online application.
- The UW Secondary Education M.S. Program admits new students only for the "summer" term.
- Be certain you select Curriculum and Instruction M.S.—with your specified content area. This includes secondary education in English, Mathematics, Science or Social Studies.
- Students may only be enrolled in one subject area.
- Please read the Graduate School’s Frequently Asked Questions (FAQ) (http://grad.wisc.edu/admissions/faq/) before completing the online application.

**Step 2: Final Decisions**

After your application is complete, a content area team will review your application and share their recommendation with you and the Graduate School.

If the recommendation is favorable, the UW Graduate School will make a final decision on your application. Official transcripts and a background check must be submitted and meet necessary guidelines prior to final admission.

If the recommendation is not favorable, a letter will be sent to you outlining the concern or issue. When applicable, you may be offered an opportunity to remain on a “wait list” as future spots may become available.

**PLEASE REMEMBER THAT THE EARLY APPLICANT REVIEW APPLIES TO APPLICATIONS RECEIVED BY DECEMBER 1.**

We will review applications between Dec 1 and June 1 as space allows.

### FUNDING

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students are not permitted to accept teaching, project, or research assistantships or other appointments that would result in a tuition waiver.

### REQUIREMENTS

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Evening/Weekend</td>
<td></td>
<td></td>
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<tr>
<td>Online</td>
<td></td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>Hybrid</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
<td>Accelerated</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
<td>Evening/Weekend</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Courses typically meet during weekdays on the UW-Madison Campus.</td>
<td>Face-to-Face</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
<td>Hybrid</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
<td>Online</td>
<td></td>
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</tbody>
</table>

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30</td>
</tr>
</tbody>
</table>
Minimum Residence Credit Requirement: 30 credits

Minimum Graduate Coursework Requirement: 80% of the credits taken at UW–Madison must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide). Overall Graduate GPA Requirement: 3.00 GPA required. Other Grade Requirements: Students must earn a B average or above in all coursework to earn the MS degree. For teaching certification, a candidate must earn a B or better in each course. If a candidate does not earn a B or better additional coursework may be required. Assessments and Examinations Requirements vary by named option; please see the program website. Language Requirements: Candidates must demonstrate advanced proficiency in English to acquire the English as a Second Language certification.

REQUIRED COURSES

There are four distinct subject-area programs within the UW-Madison Secondary Teacher Certification Program (English (p. 482), Mathematics (p. 486), Science (p. 491), and Social Studies). Students apply to and are admitted to one of these areas. Students in all four, however, go through the program as a cohort and take classes and participate in school field experiences with students from across the subject areas. Teaching and learning about English as a Second Language (ESL) is a co-equal area of certification and is infused throughout the program.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRIC 729</td>
<td>Classroom Management for Secondary Educators</td>
<td>1</td>
</tr>
<tr>
<td>Fieldwork</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CURRIC 511</td>
<td>School-Based Practicum</td>
<td>1-4</td>
</tr>
<tr>
<td>CURRIC 458</td>
<td>Student Teaching in History and Social Studies in the Middle School</td>
<td>2-12</td>
</tr>
<tr>
<td>or CURRIC 459</td>
<td>Student Teaching in History and Social Studies in the High School</td>
<td></td>
</tr>
</tbody>
</table>

Spring: Academic Semester 2 (Full Time - Mid January to Early June) ^5

| Coursework                                               |         |
| CURRIC 559| Advanced Practices in the Teaching of Social Studies       | 3       |
| CURRIC 674| Advanced Methods in Teaching English as a Second Language  | 3       |

Fieldwork ^2

| CURRIC 459| Student Teaching in History and Social Studies in the High School | 4-12    |
| or CURRIC 458| Student Teaching in History and Social Studies in the Middle School |         |

Summer 2 (Full Time - Early June to Early August)

| Coursework                                               |         |
| CURRIC 747| Masters Capstone in Teacher Education ((Master's Project)) ^7 | 3       |
| ELPA 640  | Legal Rights and Responsibilities for Teachers             | 1       |
| CURRIC 675| General Seminar (Professional Launch Workshop Series) ^6    | 1-3     |

1. The focus of this summer semester includes a field experience in the local community intended to involve program students with adolescents from diverse backgrounds. The university courses present assignments for students to carry out in the practicum sites. Within the content domain, program students will consider how academic subject knowledge is and should be translated into the curriculum.

2. CURRIC 510 Community-Based Practicum is typically taken for 2 credits and CURRIC 511 School-Based Practicum is typically taken for 1 credit.

3. In this semester, program students are placed in local secondary schools. University courses provide assignments for students in their practicum sites and present concepts useful for understanding schooling, teaching, and students. Topics addressed across all coursework are working with all students, universal curriculum design, understanding contemporary adolescence, and theories of literacy and strategies in learning languages.

4. Fall student teaching is typically 4 credits and spring student teaching is typically 8 credits, and includes a seminar. These courses are only required for certification; however, they are not required for the master's degree.

5. Program students will be immersed in a semester of student teaching. University course work provides assignments for students to carry out in their student teaching as well as concepts and practices that will enhance their instructional effectiveness. Each student will also prepare and teach an instructional unit incorporating key teachings of the university courses from both
The status of a student can be one of two options:

1. Satisfactory progress (progressing according to standards)
2. Unsatisfactory progress (not progressing according to standards); permitted to enroll with a specific plan including dates and improvement benchmarks necessary to avoid dismissal from the program.

**GRADUATE SCHOOL POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Students may not transfer in credits of graduate course from other institutions.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

No credits as a UW–Madison University Special student are allowed to count toward the degree.

**PROBATION**

The status of a student can be one of two options:

1. Satisfactory progress (progressing according to standards)
2. Unsatisfactory progress (not progressing according to standards); permitted to enroll with a specific plan including dates and improvement benchmarks necessary to avoid dismissal from the program.

**ADVISOR / COMMITTEE**

All students are required to have an advisor. An advisor is assigned to all incoming students. To ensure that they are making satisfactory progress toward a degree, students should meet with their advisor on a regular basis.

The advisor serves as the primary contact within the program and approves the candidate’s capstone project. Students can be suspended from the program if they do not have an advisor.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.
2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should
contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/)

OTHER

Students are not permitted to accept teaching, project, or research assistantships or other appointments that would result in a tuition waiver. Students also cannot enroll in other graduate programs or take courses outside the prescribed curriculum.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

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CURRICULUM AND INSTRUCTION, PH.D.

The Department of Curriculum and Instruction offers graduate studies that lead to the Master of Science (M.S.) in Curriculum and Instruction (p. 476) and the Doctor of Philosophy (Ph.D.) in Curriculum and Instruction. Each graduate student must concentrate in one of the department’s areas of study, listed in the next section.

AREAS OF STUDY

In accord with interests and professional goals, each admitted graduate student is assigned to an area of study and to an initial faculty advisor in that area. Areas of study are bilingual education, curriculum studies, early childhood studies, English as a second language, global studies, literacy studies, mathematics education, multicultural education, music education, science education, social studies education, teacher education, world language education, and Design, Informal, and Creative Education (DICE).

The goals of doctoral study in the Department of Curriculum and Instruction are to help students develop abilities for research in the field of curriculum and instruction, imbuing them with a distinctive theoretical and critical edge; develop expertise in one of the department’s areas of study, listed previously; acquire greater competence in curriculum evaluation and development; improve understanding of the teaching–learning process; gain depth and breadth of knowledge in related academic fields; and build a broadened professional background in areas related to curriculum and instruction, such as anthropology, history, philosophy, sociology of education, administration, counseling, educational psychology, and supervision.

Ph.D. study in the department is research-oriented. It prepares students for different forms of intellectual leadership in education including research, curriculum analysis and development, teacher education, and other teaching in higher education, and leadership positions in educational agencies. These different forms of leadership are not
mutually exclusive, but the relative emphasis given to each varies among students and areas of study.

Details of requirements and procedures pertaining to Ph.D. study in the department are described in the department’s Ph.D. Degree Program Handbook (https://merit-www.education.wisc.edu/ci-handbook/). Doctoral students are responsible for learning about and following department requirements and procedures and they should therefore familiarize themselves with this document. Ph.D. students are also responsible for learning about and following Graduate School policies. The curriculum and instruction graduate program office offers an informational meeting for new graduate students at the beginning of each semester.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
<tr>
<td>* The Curriculum &amp; Instruction Department has temporarily waived the GRE requirement for Fall 2021 Ph.D. admissions. Applicants do not have to submit GRE scores to be considered.</td>
<td></td>
</tr>
</tbody>
</table>

INTERNATIONAL APPLICANTS

The department has a long and successful history of working with graduate students from around the world. Over the last 25 years, approximately 130 M.S. degrees were earned by international students; students in this group came from 37 countries. During the same period, approximately 150 Ph.D. degrees were earned by international students in the department; students in this group came from 43 countries. Altogether, approximately one-third of our graduate students in Curriculum and Instruction are international students, which enriches the social and intellectual environment for all faculty and students as we continuously learn from each other.

In accord with Graduate School policy, applicants whose native language is not English or whose undergraduate instruction was not in English must provide official scores from the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS). An admitted applicant whose internet-based TOEFL (iBT) score is below 92, or whose IELTS score is below 7 must take an English assessment test upon arrival. They must then register for any English as a Second Language (ESL) courses that are recommended. For minimum required scores, please see the Graduate School’s Requirements for Admissions (https://grad.wisc.edu/apply/requirements/) page.

4. Three letters that include appraisal of academic competence. Ph.D. applicants are required to have three letters of reference assessing their academic and professional competence. Letters of reference written for teachers ordinarily include an evaluation of their professional competence, and the department values that information. In addition, the department needs letters that provide a knowledgeable appraisal of the applicant’s academic competence and research capability. A student’s former professors are usually best able to provide this, so the department encourages letters from such referees. Letters must be submitted electronically through the online application.

5. Statement of reasons for doctoral study. Each Ph.D. applicant is required to submit a detailed statement of reasons for doctoral study. The statement should indicate the applicant’s primary area of interest, professional objectives, career goals, and why the applicant is interested in pursuing a research degree in the Department of Curriculum and Instruction. This information is used to gauge the appropriateness of the applicant’s program goals in relation to the department’s mission and to identify prospective advisors whose research interests match those of the applicant. If an applicant’s statement fails to persuade a faculty member to serve as the graduate advisor, the applicant will be refused admission; it is therefore important that this statement be detailed, well-written, and matched to specific areas of study that are available in the department. The applicant must identify the desired advisor or advisors in the statement of reasons for graduate study.

6. Resume or curriculum vitae (cv).

International applicants should note additional requirements that are described in the International Applications section, below.

PH.D. APPLICANTS

Ph.D. applicants are required to supplement the application with the items enumerated below.

1. Official transcripts. Official transcripts from all previous postsecondary study are required for all Ph.D. applicants.

2. Graduate Record Exam (GRE) general test. Ph.D. applicants should have an official report of their Graduate Record Exam (GRE) general test scores sent electronically from the Educational Testing Service (ETS) to UW–Madison (institution code: 1846).

3. Evidence of writing ability. Ph.D. applicants are required to provide evidence of their writing ability by submitting a writing sample (master’s thesis, academic paper from a graduate course, a journal article, or any other writing which the applicant believes can be used to judge writing ability). This should be uploaded to the application.

INTERNATIONAL APPLICANTS

The department has a long and successful history of working with graduate students from around the world. Over the last 25 years, approximately 130 M.S. degrees were earned by international students; students in this group came from 37 countries. During the same period, approximately 150 Ph.D. degrees were earned by international students in the department; students in this group came from 43 countries. Altogether, approximately one-third of our graduate students in Curriculum and Instruction are international students, which enriches the social and intellectual environment for all faculty and students as we continuously learn from each other.

In accord with Graduate School policy, applicants whose native language is not English or whose undergraduate instruction was not in English must provide official scores from the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS). An admitted applicant whose internet-based TOEFL (iBT) score is below 92, or whose IELTS score is below 7 must take an English assessment test upon arrival. They must then register for any English as a Second Language (ESL) courses that are recommended. For minimum required scores, please see the Graduate School’s Requirements for Admissions (https://grad.wisc.edu/apply/requirements/) page.
EXPECTED BACKGROUND IN PROFESSIONAL EDUCATION

A professional background in education (typically, as a certified teacher) is a prerequisite for most graduate areas of study in the Department of Curriculum and Instruction. Applicants to certain areas of study within the department are sometimes admitted without teacher certification, but they are nevertheless required to have taken at least 12 credits in professional education courses that are equivalent to courses taught within a school of education, as judged by the Graduate Program Committee. Applicants lacking this background will be required to take a specified number of credits of education coursework in addition to the course work ordinarily required in the graduate program. The courses taken should be chosen in consultation with the graduate advisor, and each of these courses must be taken for a letter grade (not pass/fail). These courses may be carried concurrently with regular graduate courses; but, being additional requirements, they do not count toward requirements of the graduate program.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

FUNDING - FELLOWSHIPS AND FINANCIAL SUPPORT

The department will guarantee four years of funding for each admitted, full-time student. This funding could take the form of assistantships or fellowships and will include tuition remission and a small stipend. Assistantships typically involve 15-20 hours of professional work each week. Fellowships do not have work requirements but typically involve attending fellowship events and meetings.

Part-time students are not eligible for fellowships or assistantships in the C&I department. A full-time student temporarily dropping to part-time status will not be eligible for funding while they are part-time. Any teaching, project, or program assistant in the C&I department must carry a full course load of 8-15 graduate-level credits and make satisfactory progress toward the graduate degree.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

REQUERED COURSES

51 credits minimum are needed to graduate. At least 36 of these must be taken after the student enters the Ph.D. program. Within those 36 credits:

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>36 credits beyond the master's before taking the preliminary examination</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>36 credits out of 51 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.25 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Ph.D. students must earn a B average or above in all coursework.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Doctoral students must pass the preliminary examination within five years of starting the program.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements other than the English proficiency required for admission.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>All doctoral students are required to complete a minor. Students completing an external minor must take at least 9 credits, which can include coursework from Curriculum &amp; Instruction only if the minor is Qualitative Research Methods. Students completing a distributed minor must take 12 credits from two or more programs forming a coherent topic. Curriculum &amp; Instruction cannot be one of the two programs.</td>
</tr>
</tbody>
</table>
• For students without a UW–Madison Curriculum & Instruction M.S., minimum of 18 must be new Curriculum & Instruction credits. For students with a UW–Madison Curriculum & Instruction Research M.S., a minimum of 12 must be new Curriculum & Instruction credits. CURRIC 990, CURRIC 999 and classes from the Qualitative Research Methodology in Education minor cannot be counted towards this requirement.

• A minor (9–12 credits).
  • Option A–External—9–12 credits.
  • Option B–Distributed—12 credits.

• CURRIC 712 Introduction to Curriculum and Instruction: Research and Resources. Students who have a UW–Madison Curriculum & Instruction M.S. are exempt from this requirement.

• 3 research method classes (from 2 different traditions as determined by advisor).

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES
PRIOR COURSEWORK
Graduate Work from Other Institutions
No prior coursework from other institutions can be counted in the 36 credits required before taking the preliminary examination in Curriculum and Instruction.

UW–Madison Undergraduate
No credits from a UW undergraduate or a completed Master’s degree can be counted in the 36 credits required before taking the preliminary examination in Curriculum and Instruction.

UW–Madison University Special
With program approval and payment of the difference in tuition, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
The status of a student can be one of two options:

1. Satisfactory progress (progressing according to standards)
2. Unsatisfactory progress (not progressing according to standards; permitted to enroll with specific plan with dates and deadlines in place in regard to removal of unsatisfactory progress to avoid dismissal from the program).

ADVISOR / COMMITTEE
All students are required to have an advisor. An advisor is assigned to all incoming students. To ensure they are making satisfactory progress toward a degree, students should meet with their advisor on a regular basis.

The advisor serves as the dissertator advisor. Students can be suspended from the program, if they do not have an advisor.

CREDITS PER TERM ALLOWED
12 credits. Students may take up to 15 credits with the approval of their advisor and notification to the graduate program coordinator.

TIME CONSTRAINTS
A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within 5 years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Students must submit their proposal at least one semester before they can defend their dissertation.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to
receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. (Breadth of Knowledge) Examples of competence may include demonstrating awareness of historical and intellectual context, educational practices, critical research paradigms within the broader field of Curriculum and Instruction, and theories and approaches from other fields as appropriate for their research.

2. (Depth of Knowledge) Examples of competence may include demonstrating mastery of concepts, theories, and research, and understanding of relevant educational practices and contexts, sufficient to pose questions that extend the current boundaries of knowledge within their chosen subfield of Curriculum and Instruction.

3. (Research Approaches and Epistemological Foundations) Examples of competence may include articulating research problems that build on history, theory, research, and practice within their subfield of Curriculum and Instruction; choosing research methods appropriate to those problems and demonstrating understanding of epistemological foundations underlying those methods.

PEOPLE

Faculty: Professors Rudolph (chair), Baker (graduate program chair), Gomez, Grant, Graue, E. Halverson, Hassett, Hawkins, Hess, Poppewitz, Schweber, Tochon; Associate Professors L. Berland, M. Berland, Feinstein, Ghoussenei, Ho, Pacheco, Russ, Stoddard, Vieira; Assistant Professors Bullock, C. Kirchgasler, K. Kirchgasler, Louie, McKinney de Royston, Roman, Wardrip; Affiliate Professors L. Bartlett, T. Dobbs, R. Halverson, P. Matthews, Nathan, H. Zhang. For more information about respective members of the faculty, see People (http://ci.education.wisc.edu/ci/people/faculty/) on the department website.

INTERNATIONAL EDUCATION,
DOCTORAL MINOR

Doctoral students may pursue an Option A minor in international education. Courses are selected from across the School of Education departments. Participating departments offering courses toward this Option A minor are the Department of Curriculum and Instruction,
REQUIREMENTS

The 12-credit minor in international education is composed of graduate-level international education courses. These courses comprise a minimum of 50 percent of content devoted to international topics/issues. Coursework for the minor must be distributed as follows: at least one 3-credit course with an emphasis on disciplinary theory or research; three additional courses at the 500 level or above. Students are expected to achieve a B or better in four international education courses at the 500 level or above in order to qualify for the international education minor.

Students choosing this minor select, in consultation with the chair of the School of Education Global Education Committee (Lesley Bartlett) and an advisor from their home department, education-related courses with significant international content. This minor must be approved in accordance with the student's home department procedures.

REQUIREMENTS

The 12-credit minor in Qualitative Research Methodology in Education comprises 12 credits. These credits are for coursework above and beyond foundation courses in the departments. Three courses are to be taken by all students interested in the doctoral minor.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRIC/COUN PSY/ED POL/ED PSYCH/ELPA/RP &amp; SE 788</td>
<td>Qualitative Research Methods in Education: Field Methods I</td>
<td>3</td>
</tr>
<tr>
<td>CURRIC/COUN PSY/ED POL/ED PSYCH/ELPA/RP &amp; SE 789</td>
<td>Qualitative Research Methods in Education: Field Methods II</td>
<td>3</td>
</tr>
</tbody>
</table>

These core courses may be taken any time during graduate coursework. The remaining course will come from elective qualitative research methods courses taken in the School of Education or in other related departments. Elective courses must be approved by the steering committee as having sufficient content in Qualitative Research Methods.

PEOPLE

Professors L. Bartlett (chair), B. Graue, E. Halverson, S. Schweber, L. Berland, R. Russ, T. Wright, N. Louie, M. McKinney de Royston, S. Lee, R. Winkle-Wagler

SCIENCE EDUCATION, DOCTORAL MINOR

REQUIREMENTS

Doctoral students may pursue an Option A minor in science education. The 12-credit minor in science education is composed of graduate-level courses (at the 500 level or above) that each devote a minimum of 50 percent of their content to science education topics/issues. Students are expected to achieve a B or better in all of their coursework for the minor.

Students enrolled in the minor choose their courses in consultation with the coordinator of the science education minor (currently Noah Weeth Feinstein) and an advisor from their home department. Courses for the minor must be selected from offerings in the Department of Curriculum and Instruction (http://guide.wisc.edu/courses/curric/), and should include no more than one independent reading with a faculty member affiliated with the minor. With special permission from the coordinator of the minor, students may count one course on more general educational theory, research, policy, and practice toward the minor; this course may be chosen from relevant graduate-level course offerings across the school of education.

The minor must be approved in accordance with the student’s home department procedures. Forms for Option A minors are available in students’ home departments.

PEOPLE

Currently affiliated faculty: Noah Weeth Feinstein (Curriculum and Instruction; current contact for the minor), Leema Berland (Curriculum and Instruction), Rosemary Russ (Curriculum and Instruction), John Rudolph (Curriculum and Instruction), Mathew Berland (Curriculum and Instruction), Peter Wardrip (Curriculum and Instruction), Erika Bullock (Curriculum and Instruction), Maxine McKinney de Royston (Curriculum and Instruction)
ECONOMICS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/professional certificates

• Economics, Doctoral Minor (p. 505)
• Economics, M.S. (p. 505)
• Economics, Ph.D. (p. 511)
• Financial Economics, M.S. (p. 516)

ECONOMICS, DOCTORAL MINOR

The doctoral minor in economics provides an opportunity for students in other disciplines to obtain economics training to complement their primary doctoral program. Additional information is available on the minor page of the Department of Economics website (https://econ.wisc.edu/doctoral/minor-requirements/).

ADMISSIONS

Graduate students should obtain the appropriate minor agreement forms from their home department. The minor field must be approved by the Department of Economics director of graduate studies. For help with planning a minor or other question, students should contact the department's graduate advisor.

REQUIREMENTS

The economics doctoral minor requires four courses (12 credits) taken as a graduate student. At least one course must be from the theory sequence (ECON 711 Economic Theory-Microeconomics Sequence, ECON 712 Economic Theory-Macroeconomics Sequence, ECON 713 Economic Theory: Microeconomics Sequence, ECON 714 Economic Theory; Macroeconomics Sequence) along with three appropriate doctoral-level courses at the 600–900 level. Courses that are part of the economics master’s program cannot be used as part of the minor sequence. Not more than one course may be a reading course, workshop, or seminar. In addition, the course sequence must comply with the Graduate School policy for Option A Minors. (https://grad.wisc.edu/acadpolicy/#minors)

PEOPLE


Associate Professors: Gregory, Houde, Quint, Ruhl, Weretka.

Assistant Professors: Aizawa, Boerma, Braxton, Chiang, Kirpalani, Magnoff, Martellini, Moomaerts, O'Connell, Soelvsten, Sullivan.

Affiliated Faculty: Chang, Chung, Montgomery, Sarada, Schechter, Smeeding, Wallace.

Instructional Staff: Alder (Faculty Associate), Bykhovskaya (Associate Lecturer), Chan (Lecturer), Eudey (Senior Lecturer), Friedman (Lecturer), Glawtschew (Lecturer), Hansen, D. (Lecturer), Hansen, K. (Senior Lecturer), Johnson (Senior Lecturer), Kelly (Faculty Associate), McKelvey (Lecturer), Muniaigrur (Faculty Associate), Pac (Senior Lecturer), Pauley (Lecturer), Rick (Lecturer)

ECONOMICS, M.S.

There are two M.S. in Economics Named Option degrees. The M.S. Named Option in Graduate Foundations is a terminal master’s degree that students apply to directly. See information about the Graduate Foundations program here (p. 508). The other M.S. Named Option Economics degree is part of the Ph.D. program and does not admit students directly.

ADMISSIONS

Students apply to the Master of Science in Economics through the named option or the Ph.D.:

• The Economics (p. 506) named option is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (https://guide.wisc.edu/graduate/economics/economics-phd/admissionstext).

• Graduate Foundations (https://guide.wisc.edu/graduate/economics/economics-ms/economics-graduate-foundations-ms/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

Requirements Detail
Minimum 30 credits
Credit
Requirement
Minimum Residence Credit Requirement 16 credits

Minimum Graduate Coursework Requirement
Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements See Named Options for policy information.

Assessments and Examinations
See Named Options for policy information.

Language Requirements No language requirements.

REQUIRED COURSES
Select a Named Option (p. 506) for courses required.

NAMED OPTIONS
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Economics must select one of the following named options:

- ECONOMICS: ECONOMICS, M.S. (P. 506)
- ECONOMICS: GRADUATE FOUNDATIONS, M.S. (P. 508)

POLICIES
Students should refer to one of the named options for policy information:

- Economics (p. 506)
- Graduate Foundations (https://guide.wisc.edu/graduate/economics/economics-ms/economics-graduate-foundations-ms/)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
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LEARNING OUTCOMES
1. Demonstrates understanding of core economic principles and theories in microeconomics, macroeconomics, and econometrics.
2. Uses econometric methods to communicate empirical questions in writing.
3. Conducts empirical research following ethical principles of the discipline for using sources.

PEOPLE


Associate Professors: Gregory, Houde, Quint, Ruhl, Weretka.

Assistant Professors: Aizawa, Boerma, Braxton, Chiang, Kirpalani, Magnoli, Martellini, Mommaerts, O'Connell, Soelvsten, Sullivan.

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ECONOMICS: ECONOMICS, M.S.
This is a named option within the Economics M.S. (p. 506) This M.S. in Economics is offered as part of the Ph.D. (p. 511) in Economics. Please see the Ph.D. program in Economics (https://guide.wisc.edu/graduate/economics/economics-phd/) for additional information.

ADMISSIONS
The M.S. (no named option) is offered for work leading to the Ph.D. Students may not apply directly for the master's, and should instead see the admissions information for the Ph.D. (p. 511).

Students may also apply to the M.S. Named Option in Graduate Foundations (p. 508).

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
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NAMED OPTION REQUIREMENTS

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<th>Mode of Instruction</th>
<th>Face to Face</th>
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- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

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<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>30 credits</td>
<td>16 credits</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>

Overall Graduate GPA Requirement

- 3.00 GPA required.

Other Grade Requirements

- A grade of B or better in at least three of the following six courses: ECON 709, ECON 710, ECON 711, ECON 712, ECON 713, ECON 714.

Assessments and Examinations

- A comprehensive examination may be required.

Language Requirements

- No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 711</td>
<td>Economic Theory-Microeconomics Sequence</td>
<td>3</td>
</tr>
<tr>
<td>ECON 712</td>
<td>Economic Theory-Macroeconomics Sequence</td>
<td>3</td>
</tr>
<tr>
<td>ECON 713</td>
<td>Economic Theory: Microeconomics Sequence</td>
<td>3</td>
</tr>
<tr>
<td>ECON 714</td>
<td>Economic Theory; Macroeconomics Sequence</td>
<td>3</td>
</tr>
</tbody>
</table>

Mathematics Economics

<table>
<thead>
<tr>
<th>Subject</th>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 703</td>
<td>Mathematical Economics I</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>Statistics</td>
<td>ECON 709</td>
<td>Economic Statistics and Econometrics I</td>
<td>3-4</td>
</tr>
<tr>
<td>ECON 710</td>
<td>Economic Statistics and Econometrics II</td>
<td>3-4</td>
<td></td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Graduate coursework from other institutions will be evaluated on a case-by-case basis by the faculty graduate committee in the Department of Economics. With graduate committee approval, students are allowed to count no more than 7 credits of graduate coursework from other institutions. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

UW–Madison undergraduate coursework will be evaluated on a case-by-case basis by the faculty graduate committee in the Department of Economics. With graduate committee approval, students are allowed to count no more than 7 credits of coursework numbered 700 or above taken as a UW–Madison undergraduate. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

Coursework numbered 700 or above taken as a UW–Madison special student will be evaluated on a case-by-case basis by the faculty graduate committee in the Department of Economics. With graduate committee approval, students are allowed to count no more than 9 credits of coursework numbered 700 or above taken as a UW–Madison special student. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.
ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE


Associate Professors: Gregory, Houde, Quint, Ruhl, Weretka.

Assistant Professors: Aizawa, Boerma, Braxton, Chiang, Kirpalani, Magnolfi, Martellini, Mommaerts, O’Connell, Soelvsten, Sullivan.

Affiliated Faculty: Chang, Chung, Montgomery, Sarada, Schechter, Smeeding, Wallace.

Instructional Staff: Alder (Faculty Associate), Bykhovskaya (Associate Lecturer), Chan (Lecturer), Eudey (Senior Lecturer), Friedman (Lecturer), Glauntschew (Lecturer), Hansen, D. (Lecturer), Hansen, K. (Senior Lecturer), Johnson (Senior Lecturer), Kelly (Faculty Associate), McKelvey (Lecturer), Muniagurria (Faculty Associate), Pac (Senior Lecturer), Pauley (Lecturer), Rick (Lecturer)

ECONOMICS: GRADUATE FOUNDATIONS, M.S.

This is a named option within the Economics M.S. (p. 505) The Economics Master of Science—Graduate Foundations (MS—GF) program offers a terminal graduate degree that prepares students for high-level professional careers in government and industry or further study for the Ph.D. degree. The MS-GF program emphasizes econometric training more than similar programs at other universities. Today’s job market and Ph.D. programs in economics require strong quantitative skills along with a command of microeconomic and macroeconomic theory. Wisconsin’s tradition of supporting economic theory with quantitative methods is well suited to these requirements.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).
Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>March 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>July 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* Waivers for partnership programs. Information on Economics Master Graduate Foundation admissions website.

The Department of Economics offers admission to the Master of Science–Graduate Foundations program. Master’s program applications are due by March 1 for fall term admission and July 15 for spring term admission. Mathematics preparation should include multivariate calculus, elementary probability, and regression analysis. Applicants must submit three letters of recommendation and Graduate Record Exam (GRE) scores. For additional information on admissions requirements and process, please see the Department of Economics website (https://econ.wisc.edu/masters/admission/).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students enrolled in the Economics Master of Science–Graduate Foundations Program are not allowed to accept research assistantships, teaching assistantships, project assistantships or other university appointments which grant waivers of tuition and/or academic fees. Accepting an assistantship or tuition waiver while enrolled in the program may lead to removal of the student from the M.S. in Economics student cohort. Corporate tuition support is not included in these categories, nor is the waiver of tuition due to veteran status.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>None.</td>
</tr>
<tr>
<td>Assessments and Examinations Language Requirements</td>
<td>None.</td>
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</table>
REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ECON 700</td>
<td>Mathematics for Economists</td>
<td>3</td>
</tr>
<tr>
<td>ECON 701</td>
<td>Microeconomics I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 702</td>
<td>Macroeconomics I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 704</td>
<td>Econometrics I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 705</td>
<td>Econometrics II</td>
<td>3</td>
</tr>
<tr>
<td>ECON 706</td>
<td>Econometrics III</td>
<td>3</td>
</tr>
<tr>
<td>ECON 708</td>
<td>Microeconomics II</td>
<td>3</td>
</tr>
</tbody>
</table>

Electives 9

In addition to the core courses, master’s students will also take three electives of their choosing.

Total Credits 30

Most students will complete the curriculum as outlined on the Coursework webpage (https://econ.wisc.edu/masters/program-guidelines/coursework/). The Economics MS-GF sequence courses require students to write a paper. MS-GF students also have the option of enrolling in directed research to complete a paper, under the supervision of our faculty.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Graduate coursework from other institutions will be evaluated on a case-by-case basis by the faculty graduate committee in the Department of Economics. With graduate committee approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five years or more prior to admission to the master’s program is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, up to 7 credits numbered 300 or above from a UW–Madison undergraduate degree are allowed to count toward the M.S. GF degree. Coursework earned five or more years prior to admission to the master’s program is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 12 credits of coursework numbered 300 or above taken as a UW-Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

12 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffProvost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
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- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
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Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Students enrolled in the Economics Master of Science—Graduate Foundations Program are not allowed to accept research assistantships, teaching assistantships, project assistantships or other University appointments which grant waivers of tuition and/or academic fees. Accepting an assistantship or tuition waiver while enrolled in the program may lead to removal of the student from the M.S. in Economics student cohort. Corporate tuition support is not included in these categories, nor is the waiver of tuition due to veteran status.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Master of Science in Economics Graduate Foundations named option students have special access to career advising and resources through the Economics Career Development Office (ECDO). The ECDO hosts career workshops, coordinates the Student Leadership Committee and invites employers to speak to students on campus. We encourage all economics master’s students to schedule an appointment with one of our dedicated career advisors. During your appointment we can assist with:

- Deciding if a career outside of academia is right for you
- Resume and cover letter review
- Job and internship search strategies
- Interview preparation and mock interviews
- How to network and develop an effective LinkedIn

To schedule an appointment with one our professional career advisors, please see website (https://econ.wisc.edu/careers/advising/).

PEOPLE


Associate Professors: Gregory, Houde, Quint, Ruhl, Weretka.

Assistant Professors: Aizawa, Boerma, Braxton, Chiang, Kirpalani, Magnolfi, Martellini, Mommaerts, O’Connell, Soelvsten, Sullivan.

Affiliated Faculty: Chang, Chung, Montgomery, Sarada, Schechter, Smeeding, Wallace.

Instructional Staff: Alder (Faculty Associate), Bykhovskaya (Associate Lecturer), Chan (Lecturer), Eudey (Senior Lecturer), Friedman (Lecturer), Glawtschew (Lecturer), Hansen, D. (Lecturer), Hansen, K. (Senior Lecturer), Johnson (Senior Lecturer), Kelly (Faculty Associate), McKelvey (Lecturer), Muniagurria (Faculty Associate), Pac (Senior Lecturer), Pauley (Lecturer), Rick (Lecturer)

ECONOMICS, PH.D.

The doctoral program in economics offers a firm grounding in the theory and tools of economics as well as in a variety of fields of specialization. Facilities within the department include faculty and student offices, a library of core materials, and a computer center. The size of the department, the breadth of specialties represented among the faculty, the abundance of research workshops and research facilities, and the related programs of other university departments combine to provide an unusually supportive atmosphere for study and research. Students are encouraged to work together; study groups for course work and preliminary examinations are standard. The department currently has roughly 35 faculty members and approximately 140 graduate students. All doctoral students are assigned desk space. The department and students sponsor social events throughout the year. A graduate advisor is on staff to help students with problems and questions.

The first year of doctoral study concentrates on economic theory and statistics courses. In addition, the department holds seminars for first-year doctoral students that feature faculty presentations. The presentations provide first-year students the opportunity to meet the faculty and learn about research in each field. The department offers seven fields of concentration: econometrics, industrial organization, international economics, labor economics, macroeconomics, microeconomic theory, and public economics.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 5</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>
Applicants to the doctoral program receive full funding consideration if the application form is submitted and graduate school application fee paid by December 5 for fall term admission.

Doctoral admission requirements include a bachelor’s degree, plus three semesters of calculus, a semester of linear algebra, and a semester of mathematical statistics, which must be completed before entering the program. Mathematics preparation should include multivariate calculus, elementary probability, and regression analysis. Applicants must submit three letters of recommendation and Graduate Record Exam (GRE) scores. Additional information is available on the Department of Economics website (https://econ.wisc.edu/doctoral/admissions/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Applicants to the doctoral program receive full funding consideration if the application form is submitted and graduate school application fee paid by December 5. The department offers a number of financial support packages for the first year of study to incoming doctoral students with outstanding records. These packages guarantee support for five years of study and take the form of fellowship, teaching assistantship, research assistantship, or a combination of the three. All continuing support is based on the condition that a student is making good progress in the program.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Face-to-Face</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit</th>
<th>Residence Credit</th>
<th>Coursework Requirement</th>
<th>Overall Graduate GPA Requirement</th>
<th>Other Grade Requirements</th>
<th>Assessments and Examinations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>51 credits</td>
<td>32 credits</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
<td>3.00 GPA required.</td>
<td>None.</td>
<td>The micro and macro theory preliminary examinations must be taken in early summer following the first year of graduate study. Students who do not pass both exams on this first attempt retake the exam(s) they did not pass in late summer. A third attempt is granted only if the student has passed one exam after the second attempt. Students must earn a B average in the first year econometrics courses; retaking the applicable course(s) during the second year if the two-course GPA average is less than 3.0. To maintain satisfactory progress through the program, each student must have the field paper approved by the student’s major field by December 15 of the third year of study and must complete a three-signature dissertation proposal by December 15 of the fourth year of study. Consult the department website (<a href="http://www.econ.wisc.edu/grad/program_guide.html">http://www.econ.wisc.edu/grad/program_guide.html</a>) for additional information.</td>
</tr>
</tbody>
</table>

Language Requirements | No language requirements. |

Minor/Minor fields page (http://www.econ.wisc.edu/grad/minor_requirements). | All doctoral students are required to complete a minor. |

REQUISITE COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>ECON 711</td>
<td>Economic Theory-Microeconomics Sequence</td>
<td>3</td>
</tr>
<tr>
<td>ECON 712</td>
<td>Economic Theory-Macroeconomics Sequence</td>
<td>3</td>
</tr>
<tr>
<td>ECON 713</td>
<td>Economic Theory: Microeconomics Sequence</td>
<td>3</td>
</tr>
</tbody>
</table>
ECON 714  Economic Theory, Macroeconomics Sequence  3

Mathematics Economics
ECON 703  Mathematical Economics I  3-4
Statistics
ECON 709  Economic Statistics and Econometrics I  3-4
ECON 710  Economic Statistics and Econometrics II  3-4

ECONOMETRICS  1

Econometrics is concerned with the methods for empirical analysis in economics. The program provides strong preparation and training for students interested in econometric methods and theory, and as well as for students whose primary interest lies in applied economics.

All doctoral students in economics, regardless of field, take one year of econometrics (ECON 709 Economic Statistics and Econometrics I and ECON 710 Economic Statistics and Econometrics II, which has an enrollment of about 40–50). In their second year of study, students who choose econometrics as their major field, or who simply want more advanced training, will take ECON 715 Econometric Methods, which covers the core theory of nonlinear estimation and inference. They will also take one or more of ECON 716 Econometric Methods, ECON 718 Topics in Applied Econometrics or ECON 719 Economic Statistics and Econometrics III, which cover selected topics on the frontiers of theoretical and applied econometrics. These courses have enrollments of about 10–20 students.

The scope of econometrics at Wisconsin is suggested by a list of recent research projects by the econometrics faculty (often with the assistance of graduate students). These include the generalized method of moments, nonparametric likelihood, bootstrap methods, interactions-based models, macroeconometrics, nonlinear time series, and semiparametric estimation. In addition, studies conducted by other faculty members and students—in public economics, labor, industrial organization, macroeconomics, trade, and microeconomics—often draw on appropriately sophisticated econometric techniques.

The econometrics program can be augmented by course offerings in the statistics department.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

INDUSTRIAL ORGANIZATION  1

The standard graduate preparation in industrial organization consists of two courses. One course presents an overview of the field, focusing on topics where theoretical models have successfully been taken to data. These topics include: static oligopoly models of price/quantity competition in homogeneous and differentiated good markets, models of product search and advertising, bilateral oligopoly models with contracting, models of contracting with asymmetric information, auctions, models of price discrimination, static and dynamic models of entry and exit. The second course focuses more on the details of how to estimate these models and, in particular, on the treatment of unobservables. The course also covers recent developments in the field. The main goal of this course is to transition students from being consumers of research to producers of research in industrial organization.

The empirical approach of industrial organization has shifted from discovering robust empirical regularities that hold across a broad cross section of industries to the detailed study of individual markets based on a theoretical model. This reflects the belief that market structure and firm behavior are sufficiently diverse across industries that they are best studied in the context of a well-defined product and geographical market. The methodology for studying markets at this level involves specifying an equilibrium model of firm behavior and applying this model to data by testing its predictions (reduced form) and/or by estimating its primitives (structural), which are typically consumer preferences and firm costs. Knowledge of model primitives is used to construct counterfactuals and conduct policy analysis. The main analytical tools are game theory, econometrics, and computational methods, and students would benefit from taking advanced courses in these subjects.

For students planning to write a dissertation in industrial organization, the field requirement is a paper to be completed during the summer of the second year. Upon completion of course work and the field requirement, students are expected to actively participate in the weekly industrial organization workshop and seminar. The workshop is dedicated to presentations by graduate students who are working on dissertations in industrial organization and by faculty members; the seminar is for invited speakers from other universities.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

INTERNATIONAL ECONOMICS  1

International economics is divided into the trade side and the macroeconomics side. The trade side considers the causes and consequences of international trade and of policies that alter trade patterns. A variety of both general equilibrium and partial equilibrium models featuring selected distortions to various competitive norms are used to explore these issues, and empirical evidence relating to the theories is also emphasized. Recent work analyzes theoretical and empirical investigations of trade and factor movements in the presence of firm-level heterogeneity, dynamics, uncertainty, endogenous government policy reaction, strategic interaction across governments and firms, and the design and purpose of international trade agreements. Economics 871 introduces students to the core of the real side of international economics.

The macroeconomics side of international economics puts special focus on the role of financial markets and monetary variables in open economies. It devotes attention to exchange rate determination and real and financial interaction among open economies. It treats traditional and current analytical approaches to understanding the macroeconomic consequences of monetary policy, fiscal policy, and policy coordination across borders; international capital mobility and default; economic growth; and, optimal portfolio choices. The role of credit frictions on international allocations and the causes and consequences of international financial crises and "sudden stops" are examined. ECON 872 Advanced International Economics is the macroeconomics analogue to the trade course ECON 871 Advanced International Economics.
ECON 899 Recent Advances in Economics covers advanced topics and treatments in international economics, and its specific content depends on the instructor teaching it.

The weekly international economics workshop, ECON 977 Workshop in International Economics/ECON 978 Workshop in International Economics, is an integral part of the program, in which both faculty and advanced graduate students actively participate.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

LABOR ECONOMICS 1

Labor economics has a long and distinguished history of scholarly research and the application of this research to policy issues. Wisconsin has traditionally been an important center for this work. Students majoring in this field are expected to (eventually) understand relevant institutional features of labor markets, sources of data and econometric techniques needed to draw inferences from these data, and the models of rational economic behavior needed to organize coherent economic thinking about labor markets.

The core material deals with labor supply decisions made by rational households, labor demand decisions made by profit-maximizing firms, and the equilibrium wage differentials and employment patterns implied by these decisions when markets are competitive. Applications include the analysis of wage differentials, life-cycle age-earnings profiles, and returns to human capital investments. Further topics, emphasizing deviations from the competitive ideal, include incentive schemes, discrimination, bargaining between workers and employers to divide monopoly rents, search and unemployment.

There are two required courses for the labor major, ECON 750 Labor Economics and ECON 751 Survey of Institutional Aspects of Labor Economics, usually taken in the second year of the program. Both theoretical and empirical research are emphasized in these courses, and students begin work on a research paper that will help lay the foundation for dissertation research. These courses are supplemented by an active workshop program featuring speakers from various universities and research centers (including Wisconsin).

Labor economics is complemented by several research institutes connected with the department. These institutes are often a source for research assistantship positions and support for dissertation research for labor majors.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

MACROECONOMICS AND MONETARY ECONOMICS 1

Macroeconomics and monetary economics at Wisconsin emphasizes research on dynamic stochastic environments, as these seem central to understanding private sector and policy determinants of growth, business cycles, income distribution and other central topics. The graduate program in macroeconomics and monetary economics equips students to conduct research in this lively and rapidly changing field through a variety of advanced courses. The course selection varies from year to year, but typically it includes at least one course emphasizing macroeconomic theory and one course emphasizing empirical methods in macroeconomics. In recent years, the field has offered courses in:

1. theory and econometrics of environments comprised of interacting agents, with a focus on inequality dynamics;
2. monetary and financial theory, providing conceptual foundations for understanding financial market equilibria as well as the effects of alternative macroprudential and monetary policies
3. methods of modeling and coping with uncertainty, imperfect information, and private information, and their implications for the design of economic policy;
4. computational or econometric methods, covering tools that have wide applicability in macroeconomics and other areas of economics;
5. topics in macroeconomics, including consumption, time use and the aggregate relevance of micro shocks.

In addition to the courses offered in the department (in general up to five per year), the field recognizes courses taken outside the department (e.g., mathematics courses for those interested in theory, probability and statistics, and courses for students planning to work on empirical topics) as well as other fields.

Students are required to participate in the weekly macro workshop. Students are encouraged to present their own research in this seminar. In addition, depending on demand, the field organizes a brown bag seminar designed to encourage students to present research at an early stage, and individual faculty members regularly form reading groups to discuss tightly focused bodies of state of the art research to help facilitate the development of dissertation ideas.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

MICROECONOMIC THEORY 1

Microeconomic theory is a broad area that examines foundational issues in economic modeling and provides tools for applied economic research. The field includes partial and general equilibrium theory, game theory, the economics of incentives and information, and decision theory. Students often find it helpful to take courses in the microeconomics field to acquire the technical skills required to do rigorous applied work. Advanced courses in microeconomics offered by the economics department change as the frontiers of the subject and the interests of the faculty evolve.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

PUBLIC ECONOMICS 1

Public economics is the study of the government’s role in the economy, particularly through tax and expenditure policy. Wisconsin has a long and distinguished tradition of teaching and research in public economics. Scholars in public economics examine a wide range of issues. Research by members of the Wisconsin public economics faculty examines, for example, the behavioral effects of taxation social insurance, savings, altruism, anti-poverty policy, education, peer effects, income distribution, and issues in health economics.

There are two required courses for the public economics field, ECON 741 Theory of Public Finance and Fiscal Policy and an applied econometrics
or field topics course. These courses examine theoretical and empirical methods in the field. Specific topics will vary across years, but the sequence will typically cover optimal taxation; the effects of taxation on various aspects of household behavior, such as labor supply, consumption and saving, charitable giving, and household portfolio behavior; social insurance—insurance provided by the government for longevity risk, work-related injuries, unemployed, and disability; fiscal federalism, local public finance, and the provision of public goods; and the rationale and effectiveness of government efforts to ameliorate poverty. The two-course sequence will also typically address topics of active research interest in the field, in broad areas of education and health policy, for example. Like other fields of concentration at Wisconsin, in their second year, students begin work on a research paper. The public economics field also holds an active seminar series featuring invited guests from various universities and research centers (including Wisconsin).

There are many resources across campus that may be of interest to students writing dissertations in public economics. The Institute for Research on Poverty (IRP) has a graduate student fellows program where students receive interdisciplinary training in poverty-related research. Public faculty and students also participate in the Interdisciplinary Training Program in the Education Sciences (ITP).

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Graduate coursework from other institutions will be evaluated on a case-by-case basis by the faculty graduate committee in the Department of Economics. With graduate committee approval, students are allowed to count no more than 15 credits of graduate coursework from other institutions. coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

UW–Madison undergraduate coursework will be evaluated on a case-by-case basis by the faculty graduate committee in the Department of Economics. With graduate committee approval, students are allowed to count no more than 7 credits of coursework numbered 700 or above taken as a UW–Madison undergraduate. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison University Special**

Coursework numbered 700 or above taken as a UW–Madison Special student will be evaluated on a case-by-case basis by the faculty graduate committee in the Department of Economics. With graduate committee approval, students are allowed to count no more than 15 credits of coursework numbered 700 or above taken as a UW–Madison special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Students must complete the final oral exam by May 15 of the seventh year of study.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
Many graduates accept research positions in academia, while others gain employment with international organizations, government, private sector. Students also benefit from the fact that several organizations actively recruit on campus. Finally, Wisconsin students typically self-organize additional presentations of job market papers, providing one another with additional opportunities for practice.

Many graduates accept research positions in academia, while others gain employment with international organizations, government, private consulting, or tech firms. Between 2010 and 2020, placements at U.S. universities have included positions as assistant professors at University of California–San Diego, Washington University in St. Louis, University of Oregon, Carnegie Mellon University, University of Rochester, Ohio State University, University of Florida, and University of California–Santa Cruz. Placements at non-U.S. universities have included University College London, London School of Economics, McMaster University, National Taiwan University, University of Mannheim, University of Warwick, National University of Singapore, Peking University, and Tsinghua University. Students pursuing nonacademic employment have accepted positions at institutions including the Federal Reserve Board of Governors, the International Monetary Fund, US Treasury Department, RAND Corporation, the Korea Development Institute, NERA Economics Consulting, Amazon, and Mathematica Policy Research Institute.

LEARNING OUTCOMES

1. Establishes a firm grounding in economic theory.
2. Exhibits expert depth of knowledge in one of the fields of specialization in the Economics department.
3. Demonstrates command of the tools needed to conduct and assess empirical research in economics.
4. Creates and presents research that makes a substantive contribution to the field.
5. Follows ethical principles of the discipline in using sources in research.

PEOPLE


Associate Professors: Gregory, Houde, Quint, Ruhl, Weretka.

Assistant Professors: Aizawa, Boerma, Braxton, Chiang, Kirpalani, Magnolfi, Martellini, Mommaerts, O'Connell, Soevsten, Sullivan.

Affiliated Faculty: Chang, Chung, Montgomery, Sarada, Schechter, Smeeding, Wallace.

Instructional Staff: Alder (Faculty Associate), Bykhovskaya (Associate Lecturer), Chan (Lecturer), Eudey (Senior Lecturer), Friedman (Lecturer), Glawtschew (Lecturer), Hansen, D. (Lecturer), Hansen, K. (Senior Lecturer), Johnson (Senior Lecturer), Kelly (Faculty Associate), McKelvey (Lecturer), Muniagurria (Faculty Associate), Pac (Senior Lecturer), Pauley (Lecturer), Rick (Lecturer)

FINANCIAL ECONOMICS, M.S.

The Master of Science in Financial Economics (MSFE) degree provides advanced training in economics and finance to students interested in careers and further graduate study involving quantitative analysis in various areas of financial economics. Graduate students will acquire the skills for employment in the financial services sector in positions requiring advanced analytical skills and in-depth familiarity with the structure and functioning of financial markets and institutions. The MSFE prepares graduates for research positions and for doctoral study in financial economics. The MSFE program integrates subject areas traditionally taught and trained in the Wisconsin School of Business Finance Department and the College of Letters & Science Economics Department. The partnership between these departments ensures that
students gain a rigorous understanding of theoretical finance and the economic framework upon which that theory is based.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>March 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

Mathematics preparation should include multivariate calculus and statistics.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students enrolled in the Master of Science Financial Economics Program are not allowed to accept research assistantships, teaching assistantships, project assistantships or other university appointments which grant waivers of tuition and/or academic fees. Accepting an assistantship or tuition waiver while enrolled in the program may lead to removal of the student from the M.S. in Financial Economics student cohort. Corporate tuition support is not included in these categories, nor is the waiver of tuition due to veteran status.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>There are currently no assessments or examinations required by the financial economics program. Students must meet all Graduate School grade requirements.</td>
</tr>
</tbody>
</table>
Language: There are currently no language requirements for the Requirements master’s degree in Financial Economics.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 702</td>
<td>Macroeconomics I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 704</td>
<td>Econometrics I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 721</td>
<td>Financial Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 724</td>
<td>Financial Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 720</td>
<td>Investment Theory and Practice</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 725</td>
<td>Corporation Finance Theory and Practice</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 730</td>
<td>Derivative Securities - Theory and Practice</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 830</td>
<td>Advanced Derivative Securities</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses in Financial Economics: Students will take one additional elective course in Finance and one additional elective course in Economics, from the list below.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FINANCE 650</td>
<td>Mergers and Acquisitions</td>
<td></td>
</tr>
<tr>
<td>FINANCE 765</td>
<td>Contemporary Topics</td>
<td></td>
</tr>
<tr>
<td>ECON 709</td>
<td>Economic Statistics and Econometrics I</td>
<td></td>
</tr>
<tr>
<td>ECON 711</td>
<td>Economic Theory-Microeconomics Sequence</td>
<td></td>
</tr>
<tr>
<td>ECON 712</td>
<td>Economic Theory-Macroeconomics Sequence</td>
<td></td>
</tr>
<tr>
<td>ECON 725</td>
<td>Machine Learning for Economists</td>
<td></td>
</tr>
<tr>
<td>ECON 730</td>
<td>International Financial Economics</td>
<td></td>
</tr>
<tr>
<td>ECON 770</td>
<td>Data Analytics for Economists</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits: 30

The Financial Economics sequence courses require students to write a paper. Financial Economics students also have the option of enrolling in directed research to complete the paper, under the supervision of the program faculty.

POLICIES

GRADUATE SCHOOL POLICIES

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MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Graduate coursework from other institutions will be evaluated on a case-by-case basis by the Financial Economics faculty committee. With program committee approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, up to 7 credits numbered 300 or above from a UW–Madison undergraduate career are allowed to count toward the minimum graduate degree credit requirement; if those 7 credits are numbered 700 or above from a UW–Madison undergraduate career, they are allowed to count toward the minimum graduate coursework requirement. All credits so counted must be over and above the minimum credits that were required by the original undergraduate degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 12 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the residence and degree credit requirements; if those 12 credits of coursework taken as a UW–Madison Special student are numbered 700 or above, they are allowed to count toward the minimum graduate coursework requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dso.staff.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Students enrolled in the Master’s of Financial Economics Program are not allowed to accept research assistantships, teaching assistantships, project assistantships or other University appointments that grant waivers of tuition and/or academic fees. Accepting an assistantship or tuition waiver while enrolled in the program may lead to removal of the student from the Financial Economics student cohort. Corporate tuition support is not included in these categories, nor is the waiver of tuition due to veteran status.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES FOR M.S. FINANCIAL ECONOMICS

MSFE students are among an elite group with easy access to both the Economics Career Development Office (https://econ.wisc.edu/careers/) and the Career Management Center at the Wisconsin School of Business (https://wsb.wisc.edu/), providing exceptional career exploration, placement and professional development services. The Wisconsin School of Business has a proven record of placing students in leading financial services and consulting firms across the globe. Classes are more analytical and quantitative than traditional MS programs in either Economics or Finance making graduates prepared for roles at investment and commercial banks, asset management companies and consulting.

LEARNING OUTCOMES

1. Demonstrate understanding of core principles of financial economics and theories in financial econometrics, financial markets, valuation of securities, and corporate financial structure.
2. Apply financial econometric methods to process historical economic and financial data, build and estimate models of that data, and use the results to make financial decisions.
3. Recognize and apply principles of ethical and professional conduct.
4. Evaluate current events and historical information that provide a basis for evaluating and understanding economic and market conditions, leading to wise financial decisions.

PEOPLE

David Brown, Faculty Director, david.p.brown@wisc.edu
Ananth Seshadri, Faculty Director, aseshadri@wisc.edu

EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Educational Leadership and Policy Analysis, Doctoral Minor (p. 519)
• Educational Leadership and Policy Analysis, M.S. (p. 520)
• Educational Leadership and Policy Analysis, Ph.D. (p. 545)
• Educational Leadership and Policy Analysis, Specialist Certificate (p. 568)
• Sports Leadership, M.S. (p. 570)

PEOPLE

Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner; Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Saltzman

EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS, DOCTORAL MINOR

A minor in Educational Leadership and Policy Analysis serves to provide a rational, unified set of courses which have a clearly articulated theme or focus which allows the student to develop knowledge in educational leadership and policy analysis.
ADMISSIONS

Contact Shari Smith, ssmith@education.wisc.edu, senior student services coordinator.

REQUIREMENTS

A Ph.D. (doctoral) minor requires a minimum of 12 credits of course work in Educational Leadership and Policy Analysis. Course selection is in consultation with an academic advisor in the Department of Educational Leadership and Policy Analysis.

PEOPLE

Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner; Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Salzman

EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS, M.S.

The M.S. degree in Educational Leadership and Policy analysis can be pursued through one of its named options (formal sub-majors documented on the transcript):

• Cooperative Program with UW–Whitewater (p. 522)
• Educational Policy Analysis & Evaluation (p. 525)
• Global Higher Education (p. 530)
• Higher Education (p. 534)
• K-12 Leadership (p. 538)
• Wisconsin Idea Principal Preparation (p. 541)

The department has long held a commitment to diversity (https://elpa.education.wisc.edu/about/) and the strength it brings to a program. The department seeks to attract a very diverse student population. As one of its core values (https://elpa.education.wisc.edu/about/), the ELPA learning community celebrates wholeness, while, at the same time, values the richness of differences in life experiences, cultural backgrounds, ways of knowing, and perspectives of its individual members. The department seeks to renew itself continually by attracting faculty and students who contribute to this diversity as well as enhance the larger community.

ADMISSIONS

Students apply to the Master of Science in Educational Leadership and Policy Analysis through one of the named options:

• Educational Leadership and Policy Analysis: Cooperative Program with UW–Whitewater, M.S. (p. 522)
• Educational Leadership and Policy Analysis: Educational Policy Analysis & Evaluation, M.S. (p. 525)
• Educational Leadership and Policy Analysis: Global Higher Education, M.S. (p. 530)
• Educational Leadership and Policy Analysis: Higher Education, M.S. (p. 534)
• Educational Leadership and Policy Analysis: K-12 Leadership, M.S. (p. 538)
• Educational Leadership and Policy Analysis: Wisconsin Idea Principal Preparation, M.S. (p. 541)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
<th>Overall Graduate GPA Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>30 credits</td>
<td></td>
<td></td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Minimum</td>
<td></td>
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<tr>
<td>Residence Credit</td>
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<tr>
<td>Requirement</td>
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<tr>
<td>Minimum</td>
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<tr>
<td>Graduate Coursework</td>
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<td></td>
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</tr>
<tr>
<td>Requirement</td>
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<tr>
<td>Minimum</td>
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<tr>
<td>Graduate GPA</td>
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<tr>
<td>Requirement</td>
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<tr>
<td>Other Grade</td>
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<tr>
<td>Requirements</td>
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<tr>
<td>Assessments</td>
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<tr>
<td>Language</td>
<td>No language requirements.</td>
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<td></td>
</tr>
<tr>
<td>Requirements</td>
<td></td>
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</tr>
</tbody>
</table>

REQUIRED COURSES

Select a Named Option (p. 520) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree
conferral. Students pursuing the M.S. in Educational Leadership and Policy Analysis must select one of the following named options:

View as list

- Educational Leadership and Policy Analysis: Cooperative Program with UW–Whitewater, M.S. (p. 522)
- Educational Leadership and Policy Analysis: Educational Policy Analysis & Evaluation, M.S. (p. 525)
- Educational Leadership and Policy Analysis: K-12 Leadership, M.S. (p. 538)
- Educational Leadership and Policy Analysis: Wisconsin Idea Principal Preparation, M.S. (p. 541)

Policies

Students should refer to one of the named options for policy information:

- Educational Leadership and Policy Analysis: Cooperative Program with UW–Whitewater, M.S. (p. 522)
- Educational Leadership and Policy Analysis: Educational Policy Analysis & Evaluation, M.S. (p. 525)
- Educational Leadership and Policy Analysis: K-12 Leadership, M.S. (p. 538)
- Educational Leadership and Policy Analysis: Wisconsin Idea Principal Preparation, M.S. (p. 541)

Professional Development

Graduate School Resources

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

Learning Outcomes

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to scholarly inquiry or practice in educational settings.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of study or field of practice.
3. Demonstrates understanding of the primary field of study or field of practice in a historical, social, or global context.
4. Demonstrates understanding of how to identify and address social inequalities in educational opportunities and outcomes through a field of study or field of practice.
5. Selects and/or utilizes the most appropriate methodologies and practices.
6. Evaluates or synthesizes information pertaining to questions or challenges in the field of study or field of practice.
7. Communicates clearly in ways appropriate to the field of study or field of practice.
8. Recognizes and applies principles of ethical and professional conduct.

People

Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner; Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Salzman

Certification/Licensure

If seeking educational administrator licensure as part of the WI Idea Principal Prep, Coop Program UW-Whitewater, or K-12 Leadership named option, a practicum experience requiring 150 contact hours for an initial administrator license and an additional 75 hours for each additional administrative license.

Additional Department of Public Instruction Licensure Requirements

1. Completion of a state-approved educator preparation program in the licensure area.
2. A minimum of master’s degree or the equivalent. Superintendent license requires a specialist degree or equivalent; program coordinator licenses require a bachelor’s degree.
3. A valid or eligibility to hold a provisional educator license in teaching or pupil services. School business administrator and program coordinator licenses are waived from this requirement.
4. Six semesters of successful full-time classroom teaching experience, or six semesters of successful experience as a pupil services professional including 540 hours of classroom teaching experience. School business administrator and program coordinator licenses are waived from this requirement.

https://dpi.wi.gov/licensing/general/administrators (https://dpi.wi.gov/licensing/general/administrators/)

Professional Certification/Licensure Disclosure (NC-SARA)

The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:

Wisconsin
The requirements of this program do not meet Certification/Licensure in the following states:

Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:


**EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: COOPERATIVE PROGRAM WITH UW–WHITewater, M.S.**

This is a named option in the Educational Leadership and Policy Analysis M.S. (p. 520)

The University of Wisconsin Board of Regents approved the cooperative master of science degree program in educational leadership and policy analysis between the University of Wisconsin–Madison and the UW–Whitewater campus on February 5, 1982.

The cooperative program provides the opportunity for educators in the northeastern and central regions of Wisconsin to obtain a master of science degree with certification (principal, director of instruction, director of special education and pupil services) in Educational Leadership and Policy Analysis, from the University of Wisconsin–Madison. All required course work will be offered on the Whitewater campus.

Students must be admitted simultaneously to UW–Madison and UW–Whitewater. Program admission will be to the UW–Madison Department of Educational Leadership and Policy Analysis and to the UW–Whitewater Department of Curriculum and Instruction as a special student. The Graduate School at UW-Whitewater processes graduate special student admission. Upon completion of the approved program, students will be awarded a master of science degree from UW–Madison.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>July 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>November 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>March 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
</tbody>
</table>

Letters of Recommendation Required

M.S. applicants should hold a teaching license and are required to upload the following items to the online application.

1. Essay statement (not to exceed two pages) that addresses the following:
   - Your area of interest (task or functional area of administration)
   - Your career goals (i.e., why the applicant is interested in pursuing a degree in educational administration)
   - Your professional objectives and how the UW-Madison program will contribute toward the applicant’s role as a school/institution leader (if seeking certification, be sure to explicitly state what certification or certifications are being sought.)

2. Unofficial transcripts. Official transcripts will be requested prior to Graduate School admission.

3. Resume or CV.

4. Three letters of recommendation. We require recommendations from three (3) people who are qualified to evaluate the academic and professional competence of the applicant. When completing the online application, submit names and emails of those requesting recommendation from; recommendations are sent electronically to your application.

5. Supporting document if undergraduate GPA is below 3.00. In statement, explain why GPA does not accurately reflect high potential to serve in leadership roles.

International students are NOT eligible for this program.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 30 credits (15 UW–Madison credits and 15 UW–Whitewater credits)

Minimum Residence Credit Requirement 15 credits at UW–Madison

Minimum Graduate Coursework Requirement A minimum of 15 credits out of 30 total credits must be graduate-level UW–Madison coursework. The remainder of the 30-credit requirement, 15 credits are UW–Whitewater coursework.

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grade of Incomplete are considered to be unsatisfactory if they are not removed during the next semester.

Assessments and Examinations Contact the program for information on required assessments and examinations.

Language Contact the program for information on any language Requirements requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>UW-Whitewater Coursework</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to Elementary and Secondary Education (EDADMIN 728)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>School-Community Relations (EDADMIN 734)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Supervision of Instruction (EDADMIN 769)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>The School Principalship (EDADMIN 776)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Practicum in ELPA (EDADMIN 793)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>UW-Madison Coursework</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ELPA 735</td>
<td>Leadership for Equity and Diversity</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 832</td>
<td>Resource Allocation for Equity and Social Justice</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 847</td>
<td>Instructional Leadership and Teacher Capacity</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 840</td>
<td>Public School Law</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 863</td>
<td>Race, Class and Educational Inequality</td>
<td>3</td>
</tr>
</tbody>
</table>

Optional Coursework for Additional Licensure, Director of Instruction

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 860</td>
<td>Organizational Theory and Behavior in Education</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 875</td>
<td>Theory and Practice of Educational Planning</td>
<td>3</td>
</tr>
</tbody>
</table>

75-hour field experience

Optional Coursework for Additional Licensure, Director of Special Education and Pupil Services

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA/ED POL/ED PSYCH/RP &amp; SE 835</td>
<td>Leadership for Inclusive Schooling</td>
<td>3</td>
</tr>
<tr>
<td>ELPA/ED POL/ED PSYCH/RP &amp; SE 842</td>
<td>Legal Foundations of Special Education and Pupil Services</td>
<td>3</td>
</tr>
</tbody>
</table>

75-hour field experience

The program includes a practicum experience that requires 150 contact hours for an initial administrator license and an additional 75 hours for each additional administrative license. Cooperative program students enroll in their practicum at UW-Whitewater and complete the required hours under the guidance of the UW-Whitewater cooperative program director.

Submission and approval of an online portfolio is required for both degree completion and certification. Portfolio requirements (https://elpa.education.wisc.edu/academics/resources-handbooks-and-forms/) are available on the department website in the program handbook.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employee.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.
2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.
4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school's Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean's office.

Questions about these procedures can be directed to the School of Education Dean's Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER
Funding is not offered along with offers for admission.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner; Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Salzman

EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: EDUCATIONAL POLICY ANALYSIS & EVALUATION, M.S.

This is a named option in the Educational Leadership and Policy Analysis MS (https://guide.wisc.edu/graduate/educational-leadership-policy-analysis/educational-leadership-policy-analysis-ms/#text).

There are three departments in the University that focus on educational policy-related issues.

The master’s program in Educational Policy Analysis and Evaluation has an emphasis on conducting educational policy research and analysis with a goal of advancing the achievement of all students through effective policy design, development, implementation and evaluation of educational policies and programs. Students develop a knowledge base that includes a strong foundation in research methods (both quantitative and qualitative), and an ability to conduct sophisticated educational policy research and analysis grounded in understandings of the educational policy and governance system in the US and the issues and challenges facing educational leaders embedded in school, university, community/technical college, or adult learning contexts.

The La Follette School of Public Affairs provides education in public management and policy analysis, as well as in public policy and global governance. Faculty in the School are experts in social policy, health and aging, energy and the environment, international trade and development, and public management. The education provided focuses on gaining quantitative, policy analysis, and public management skills. Students may take elective courses in specific substantive policy areas that are of interest to them. Many La Follette students have an interest in education policy and choose to take courses in ELPA.

A third department, Educational Policy Studies, takes a multi-disciplinary approach (sociology, philosophy, anthropology, history) to the study of educational policy and practice. Students may focus on US or international issues. Students often choose to focus on educational inequality.

If you are interested in policy analysis as it relates to broad social policy issues including, but not limited to education, we recommend the LaFollette MPA or MIPA programs. You would be trained in the tools necessary to analyze and design social policy, and could take courses in our department and Educational Policy Studies.

If you were interested specifically in educational leadership and policy as a focus for your study (not the broader social policy issues), and intended to work in schools or in school-related policy, particularly in the U.S., we would recommend our department. If you were interested in a more theoretical understanding of educational policy systems and wanted to take a particular disciplinary focus, and a mix of international and US contexts, we would recommend Educational Policy Studies.

Admissions

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.
Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online.

### Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>July 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>November 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>March 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements.</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

International Applicant Deadline: March 1 for admission for Fall semester.

M.S. applicants are required to upload the following items to the online application.

1. Essay statement (not to exceed two pages) that addresses the following:
   - Your area of interest (task or functional area of administration)
   - Your career goals (i.e., why the applicant is interested in pursuing a degree in educational administration)
   - Your professional objectives and how the UW-Madison program will contribute toward the applicant's role as a school/institution leader.

2. Unofficial transcripts. Official transcripts will be requested prior to Graduate School admission.

3. Resume or CV.

4. Three letters of recommendation. We require recommendations from three (3) people who are qualified to evaluate the academic and professional competence of the applicant. When completing online application, submit names and emails of those requesting recommendation from; recommendations are sent electronically to your application.

5. Supporting document if undergraduate GPA is below 3.00. In statement, explain why GPA does not accurately reflect high potential to serve in leadership roles.

English proficiency requirements are required for international applicants. Test scores should be submitted to institution code 1846.

### FUNDING

#### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

#### REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements, in addition to the program requirements listed below.

### NAMED OPTION REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

#### Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Graduate Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>24 credits out of 30 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
</tbody>
</table>
Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments

None.

and Examinations

Language

None.

Requirements

REQUIRED COURSES

The following are examples of curricular pathways to complete the award.

Note: Regardless of your path, the award earned is Educational Leadership and Policy Analysis: Educational Policy Analysis & Evaluation, M.S.

Educational Policy Evaluation

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 870</td>
<td>The Politics of Education</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 961</td>
<td>Critical Issues in Educational Policy</td>
<td>3</td>
</tr>
</tbody>
</table>

Methods of Policy Analysis

<table>
<thead>
<tr>
<th>Code/Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA/ED PSYCH 822 Introduction to Quantitative Inquiry in Education</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 823 Data Management for Education Policy Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>

Students also select one of the following courses:

<table>
<thead>
<tr>
<th>Code/Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA/COUN PSY/CURRIC/ED POL/ED PSYCH/RP &amp; SE 719</td>
<td></td>
</tr>
<tr>
<td>ELPA 725 Research Methods and Procedures in Educational Administration</td>
<td></td>
</tr>
<tr>
<td>ELPA/COUN PSY/CURRIC/ED POL/ED PSYCH/RP &amp; SE 788</td>
<td></td>
</tr>
<tr>
<td>ELPA 823 Data Management for Education Policy Analysis</td>
<td></td>
</tr>
<tr>
<td>ELPA 940 Special Topics Seminar in Educational Leadership</td>
<td></td>
</tr>
</tbody>
</table>

Electives

3

Select any relevant substantive or methods course from ELPA or other departments.

Total Credits

30

1 These paths are internal to the program and represent different pathways a student can follow to earn this degree. Path names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Education Law

<table>
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<tr>
<th>Code/Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 870 The Politics of Education</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 961 Critical Issues in Educational Policy</td>
<td>3</td>
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</tbody>
</table>

Methods of Policy Analysis

Students select one of the following courses:

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<tbody>
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</tbody>
</table>

Electives

9

Assessments

None.

and Examinations

Language

None.
**Elk Grove University**

**Educational Leadership and Policy Analysis: Educational Policy Analysis & Evaluation, M.S.**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
<td></td>
</tr>
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</table>

**Depth Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 840</td>
<td>Public School Law</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 841</td>
<td>Legal Aspects of Higher Education</td>
<td>3</td>
</tr>
<tr>
<td>or ELPA/ED POL/ED PSYCH/RP &amp; SE 842</td>
<td>Legal Foundations of Special Education and Pupil Services</td>
<td></td>
</tr>
<tr>
<td>ELPA 910</td>
<td>Seminar in Educational Law</td>
<td></td>
</tr>
</tbody>
</table>

Students also select three of the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 701</td>
<td>Introduction to Higher and Post-Secondary Education</td>
<td></td>
</tr>
<tr>
<td>ELPA 702</td>
<td>Introduction to Educational Leadership</td>
<td></td>
</tr>
<tr>
<td>ELPA 831</td>
<td>Financing Postsecondary Education</td>
<td></td>
</tr>
<tr>
<td>ELPA 832</td>
<td>Resource Allocation for Equity and Social Justice</td>
<td></td>
</tr>
<tr>
<td>ELPA 841</td>
<td>Legal Aspects of Higher Education</td>
<td></td>
</tr>
<tr>
<td>ELPA/ED POL/ED PSYCH/RP &amp; SE 842</td>
<td>Legal Foundations of Special Education and Pupil Services</td>
<td></td>
</tr>
<tr>
<td>ELPA 910</td>
<td>Seminar in Educational Law</td>
<td></td>
</tr>
<tr>
<td>ELPA 701</td>
<td>Introduction to Higher and Post-Secondary Education</td>
<td></td>
</tr>
<tr>
<td>ELPA 841</td>
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<table>
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<th>Credits</th>
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<tbody>
<tr>
<td>ELPA 701</td>
<td>Introduction to Higher and Post-Secondary Education</td>
<td></td>
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<tr>
<td>ELPA 702</td>
<td>Introduction to Educational Leadership</td>
<td></td>
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<td>Financing Postsecondary Education</td>
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</tr>
<tr>
<td>ELPA 910</td>
<td>Seminar in Educational Law</td>
<td></td>
</tr>
</tbody>
</table>

**Electives**

Select any relevant substantive or methods courses from ELPA or other departments.

**Total Credits**

30

---

1. These paths are internal to the program and represent different pathways a student can follow to earn this degree. Path names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. Students may take additional law courses of ELPA 841, ELPA/ED POL/ED PSYCH/RP & SE 842, or ELPA 910 if not used already for Depth Courses requirement.

**General Studies (No Concentration)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 870</td>
<td>The Politics of Education</td>
<td>3</td>
</tr>
</tbody>
</table>

**Methods of Policy Analysis**

Students select from the following:

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<th>Title</th>
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<td>Data Management for Education Policy Analysis</td>
<td></td>
</tr>
<tr>
<td>ELPA/ED PSYCH/RP &amp; SE 719</td>
<td>Introduction to Qualitative Research</td>
<td></td>
</tr>
<tr>
<td>ELPA 725</td>
<td>Research Methods and Procedures in Educational Administration</td>
<td></td>
</tr>
<tr>
<td>ELPA/ED PSYCH/RP &amp; SE 788</td>
<td>Qualitative Research Methods in Education: Field Methods I</td>
<td></td>
</tr>
<tr>
<td>ELPA/ED PSYCH/RP &amp; SE 827</td>
<td>Surveys and Other Quantitative Data Collection Strategies</td>
<td></td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
<td></td>
</tr>
</tbody>
</table>

**Depth Courses**

Students select from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 890</td>
<td>Applied Research in Educational Administration</td>
<td></td>
</tr>
<tr>
<td>ELPA 701</td>
<td>Introduction to Higher and Post-Secondary Education</td>
<td></td>
</tr>
<tr>
<td>ELPA 702</td>
<td>Introduction to Educational Leadership</td>
<td></td>
</tr>
<tr>
<td>ELPA 831</td>
<td>Financing Postsecondary Education</td>
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<td>Public School Law</td>
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</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
<td></td>
</tr>
<tr>
<td>ELPA 890</td>
<td>Applied Research in Educational Administration</td>
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</tr>
<tr>
<td>ELPA 841</td>
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</tr>
</tbody>
</table>

**Electives**

6
or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
If applicable to the program completing, and with program approval, students are allowed to count no more than 9 credits of graduate coursework in educational leadership from other institutions and 6 credits of graduate coursework in areas other than educational leadership from other institutions. A maximum of 14 total credits of prior coursework (Graduate Work from Other Institutions and UW-Madison Undergraduate combined) are allowed to count. Coursework earned five or more years prior to admission to the master’s degree is not allowed to satisfy requirements.

UW-Madison Undergraduate
If applicable to the program completing and with program approval, 6 credits of coursework numbered 500 or above from a UW-Madison undergraduate degree are allowed to count toward the degree. A maximum of 14 total credits of prior coursework (Graduate Work from Other Institutions and UW-Madison Undergraduate combined) are allowed to count. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW-Madison University Special
With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW-Madison special student. If necessary to meet the Graduate School minimum graduate credit or residence requirements for the degree, special student coursework may need to be converted to graduate credits. Once converted, students are assessed the difference in tuition between special and graduate tuition. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

12 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  • Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to
receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER

Funding is not offered along with offers for admission.

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: GLOBAL HIGHER EDUCATION, M.S.

This is a named option in the Educational Leadership and Policy Analysis M.S. (p. 520)

For more information, please check out the program website: https://ghe.elpa.education.wisc.edu/

For inquiries regarding the GHE program, please contact the GHE Program Director (see Contact Information in sidebar).

The Global Higher Education (GHE) Master’s Degree Program (https://ghe.elpa.education.wisc.edu/) focuses on training new generations of professionals and scholars in the field of international higher education who strive for social justice in a global context.

The Program

• Offers the unique opportunity to study higher education administration and leadership from both an American and international perspective.
• Prepares future leaders and researchers, practitioners and scholars in higher education in an intercultural, transnational context.
• Trains professionals for careers in international higher education (study abroad advising and program management, international student services, and international student recruitment, etc.)
• Prepares individuals with the capacities for critical thinking, problem-solving, data-driven decision making, and communication skills that will enable them to engage with internationalization of higher education, and to strive for social justice in a global context.
Unique Strengths of the Program

• Connect education with careers
• Embedded internship and career development program
• Integrated Professional Development and leadership skill training
• Intensive Advising and career coaching throughout the program
• A family-like collaborative learning community
• Student-centered and individual attention throughout the program

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>July 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

M.S. applicants are required to upload the following items to the online application.

1. Essay statement (not to exceed two pages) that addresses the following:

• Clearly identify Global Higher Education as your area of interest.
• Explain why you are interested in a master’s degree focusing on Global Higher Education. What are your career goals? Tell us what kind of educational and/or international experiences may have inspired you to pursue a master’s degree in the field of international higher education.
• What are your expectations from the Global Higher Education program? How will this program contribute to your professional objectives?
• What can you contribute to the program and other cohort students, (such as your experiences, your knowledge in global international higher education)?

Attention: You do not have to try to imitate the American style of a “Statement of Purpose” if this is not a common genre in your culture, as we respect and celebrate the cultural diversities brought by applicants and students from around the world.

2. Unofficial transcripts. Official transcripts will be requested prior to Graduate School admission.

3. Resume or CV.

4. Three letters of recommendation. We require recommendations from three (3) people who are qualified to evaluate the academic and professional competence of the applicants. When completing the online application, submit names and emails of those requesting recommendation from; recommendations are sent electronically to your application.

5. Supporting document if undergraduate GPA is below 3.00. In statement, explain why GPA does not accurately reflect high potential to serve in leadership roles.

English proficiency requirements are required for international applicants. Test scores should be submitted to institution code 1846.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>24 credits out of 30 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

**OTHER GRADE REQUIREMENTS**
The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

**ASSESSMENTS AND EXAMINATIONS**
Contact the program for information on required assessments and examinations.

**LANGUAGE REQUIREMENTS**
Contact the program for information on any language requirements.

**REQUIRED COURSES**
The Global Higher Education program is a 30-credit master's program in the department of Educational Leadership and Policy Analysis (ELPA).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 886</td>
<td>Internationalization of Higher Education</td>
<td></td>
</tr>
<tr>
<td>ELPA 701</td>
<td>Introduction to Higher and Post-Secondary Education</td>
<td></td>
</tr>
<tr>
<td>ELPA 725</td>
<td>Research Methods and Procedures in Educational Administration</td>
<td></td>
</tr>
<tr>
<td>ELPA 885</td>
<td>Leadership for Study Abroad Programs and International Student Services</td>
<td></td>
</tr>
<tr>
<td>ELPA 888</td>
<td>Assessment in Higher Education</td>
<td></td>
</tr>
<tr>
<td>ELPA 881</td>
<td>Ideas of the University: Images of Higher Learning for the 21st Century</td>
<td></td>
</tr>
<tr>
<td>ELPA 883</td>
<td>Perspectives on College Student Identity and Development</td>
<td></td>
</tr>
<tr>
<td>ELPA 736</td>
<td>Administration of Student Services in Higher Education</td>
<td></td>
</tr>
</tbody>
</table>

**SELECT 2 COURSES (6 CREDITS TOTAL)**

Select 2 courses (6 credits total)

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 824</td>
<td>Field Research Designs &amp; Methodologies in Educational Administratn</td>
</tr>
<tr>
<td>ELPA 882</td>
<td>Minority-Serving Institutions of Higher Education</td>
</tr>
<tr>
<td>ELPA 878</td>
<td>The American Community College</td>
</tr>
<tr>
<td>ELPA 880</td>
<td>Academic Programs in Colleges and Universities</td>
</tr>
</tbody>
</table>

**POLICIES**

**GRADUATE SCHOOL POLICIES**
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**GRADUATE WORK FROM OTHER INSTITUTIONS**
Requires program director approval.

**UW–Madison Undergraduate**
No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**
With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above as a UW-Madison special student. If necessary to meet the Graduate School minimum graduate credit requirements for the degree, special student coursework may need to be converted to graduate credits. Once converted, students are assessed the difference in tuition between special and graduate tuition. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

The GHE program director advises all students in the GHE program.

**CREDITS PER TERM ALLOWED**
12 credits

**TIME CONSTRAINTS**
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their
absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.
2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

**OTHER**

Funding is not offered along with offers for admission.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
PROGRAM RESOURCES

The GHE program provides to its students a comprehensive, embedded professional development program that includes career advising, workshops on preparation of job applications and job interviews, individual career coaching, and assisting students to develop their professional network. The embedded professional development program has greatly contributed to our graduates’ success on the job market.

For information on GHE student internship and alumni job placement, please check out our website: https://ghe.elpa.education.wisc.edu/alumni-job-placement/

All GHE courses are taught by ELPA faculty members, clinical professors, and instructors who all have doctoral degrees. Many of them are nationally renowned scholars or practitioners with first-hand administrative and managerial experience in higher education.

PEOPLE

Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner; Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Salzman

EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: HIGHER EDUCATION, M.S.

This is a named option in the Educational Leadership and Policy Analysis MS (https://guide.wisc.edu/graduate/educational-leadership-policy-analysis/educational-leadership-policy-analysis-ms/#text).

The master’s program in Higher Education (HE) offers a broad range of course selections with foundations in administration, organization, governance, teaching and learning, and policy and research. The program affords students the opportunity to study minority serving institutions, legal and financial aspects of higher education, the politics of higher education, academic programs in colleges and universities, ideas of the university, diversity and inequality in higher education, the American community colleges, assessment in higher education, perspectives on college student identity and development, administrative services in higher education, critical leadership issues in coaching. Students also have the opportunity to complete field experiences. The culminating experience of the Higher Education Master’s program is a capstone project.

There are three specific concentrations of study within the HE program that students can select: student affairs administration; intercollegiate athletic administration; and two-year colleges.

Students completing a Master’s degree in higher education work in a variety of leadership roles in colleges, universities, and technical colleges.

ADMISSIONS

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

Requirements

<table>
<thead>
<tr>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
</tr>
<tr>
<td>March 1 for international students; July 1 for domestic students</td>
</tr>
<tr>
<td>Spring Deadline</td>
</tr>
<tr>
<td>November 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
</tr>
<tr>
<td>March 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
</tr>
<tr>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
</tr>
<tr>
<td>Every applicant whose native language is not English or whose</td>
</tr>
<tr>
<td>undergraduate instruction was not in English must provide an English</td>
</tr>
<tr>
<td>proficiency test score and meet the Graduate School minimum</td>
</tr>
<tr>
<td>requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-">https://grad.wisc.edu/apply/requirements/#english-</a></td>
</tr>
<tr>
<td>proficiency).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
</tr>
<tr>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
</tr>
<tr>
<td>3</td>
</tr>
</tbody>
</table>

M.S. applicants are required to upload the following items to the online application.

1. Essay statement (not to exceed two pages) that addresses the following:
   - Your area of interest (task or functional area of administration.)
   - Your career goals (i.e., why the applicant is interested in pursuing a degree in educational administration.)
   - Your professional objectives and how the UW-Madison program will contribute toward the applicant’s role as a school/institution leader.

2. Unofficial transcripts. Official transcripts will be requested prior to Graduate School admission.

3. Resume or CV.

4. Three letters of recommendation. We require recommendations from three (3) people who are qualified to evaluate the academic and professional competence of the applicant. When completing the online application, submit the names and emails of those requesting recommendation from; recommendations are sent electronically to your application.

5. Supporting document if undergraduate GPA is below 3.00. In a statement, explain why GPA does not accurately reflect high potential to serve in leadership roles.

English proficiency requirements are required for international applicants. Test scores should be submitted to institution code 1846.

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.
FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hybrid</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Face-to-Face</td>
<td>Yes</td>
<td></td>
<td></td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Online</td>
<td>Yes</td>
<td></td>
<td></td>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/ or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td>30 credits</td>
<td>16 credits</td>
<td>24 credits out of 30 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>) (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Overall GPA required.

Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Language | None.

REQUISITE COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 701</td>
<td>Introduction to Higher and Post-Secondary Education</td>
</tr>
<tr>
<td>ELPA 710</td>
<td>Introduction to Intercollegiate Athletics Administration</td>
</tr>
<tr>
<td>ELPA 715</td>
<td>Governance and Administration of Colleges and Universities</td>
</tr>
<tr>
<td>ELPA 736</td>
<td>Administration of Student Services in Higher Education</td>
</tr>
<tr>
<td>ELPA 831</td>
<td>Financing Postsecondary Education</td>
</tr>
<tr>
<td>ELPA 878</td>
<td>The American Community College</td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
</tbody>
</table>

If pursuing a concentration in Administration Organization & Governance, Teaching and Learning, and Policy and Research. Students must also take at least two courses in Equity & Diversity.

**Administration Organization & Governance (3-6 credits)**

If pursuing a concentration in Intercollegiate Athletic Administration, CHOOSE ELPA 710 AND 1 other course. Otherwise - CHOOSE 1 course.

**Teaching and Learning (3-6 credits)**

If pursuing a concentration in Student Affairs Administration, CHOOSE ELPA 883 AND 1 other course. Otherwise - CHOOSE 1 course.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
<tr>
<td>ELPA 725</td>
<td>Research Methods and Procedures in Educational Administration</td>
</tr>
<tr>
<td>ELPA 824</td>
<td>Field Research Designs &amp; Methodologies in Educational Administration</td>
</tr>
<tr>
<td>ELPA 831</td>
<td>Financing Postsecondary Education</td>
</tr>
<tr>
<td>ELPA 841</td>
<td>Legal Aspects of Higher Education</td>
</tr>
<tr>
<td>ELPA 870</td>
<td>The Politics of Education</td>
</tr>
<tr>
<td>ELPA 878</td>
<td>The American Community College</td>
</tr>
<tr>
<td>ELPA 888</td>
<td>Assessment in Higher Education</td>
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<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
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<tr>
<td>ELPA 882</td>
<td>Minority-Serving Institutions of Higher Education</td>
</tr>
<tr>
<td>ELPA 883</td>
<td>Perspectives on College Student Identity and Development</td>
</tr>
<tr>
<td>ELPA 878</td>
<td>The American Community College</td>
</tr>
<tr>
<td>ELPA 887</td>
<td>Diversity and Inequality in Higher Education</td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
</tbody>
</table>

**Policy and Research (3-6 credits)**

**Prior Coursework**

**Graduate Work from Other Institutions**

If applicable to the program completing and with program approval, students are allowed to count no more than 9 credits of graduate coursework in educational leadership from other institutions and 6 credits of graduate coursework in areas other than educational leadership from other institutions. A maximum of 14 credits of prior coursework (Graduate Work from Other Institutions and UW-Madison Undergraduate combined) are allowed to count. Coursework earned five or more years prior to admission to the master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

If applicable to the program completing and with program approval, 6 credits of coursework numbered 500 or above from a UW–Madison undergraduate degree are allowed to count toward the degree. A maximum of 14 credits of prior coursework (Graduate Work from Other Institutions and UW-Madison Undergraduate combined) are allowed to count. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison special student. If necessary to meet the Graduate School minimum graduate credit or residence requirements for the degree, special student coursework may need to be converted to graduate credits. Once converted, students are assessed the difference in tuition between special and graduate tuition. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**Additional Coursework**

Option of completing course work outside of Educational Leadership & Policy Analysis OR completing additional ELPA course work. Consult with advisor prior to selecting courses. If completing a field experience, only 3 credits of additional course work is required.

**Capstone Learning Project - Required**

3 credits

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 777</td>
<td>Higher and Post-Secondary Education Capstone Seminar</td>
</tr>
<tr>
<td>ELPA 990</td>
<td>Research or Thesis</td>
</tr>
<tr>
<td>ELPA 999</td>
<td>Independent Reading</td>
</tr>
</tbody>
</table>

**Field Experience - Optional**

0-4 credits

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>ELPA 700</td>
<td>Field Experience in Educational Leadership</td>
</tr>
<tr>
<td>ELPA 999</td>
<td>Independent Reading</td>
</tr>
</tbody>
</table>

**Total Credits**

30

---

**Policies**

**Graduate School Policies**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

---

**Named Option-Specific Policies**

**Advisory / Committee**

All students are assigned an initial advisor upon admission to the department.

Master’s students have the option of requesting a change of advisor and will also need to find a faculty member willing to serve as their advisor. An advisor agreement form is required to change advisors.

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**Credits Per Term Allowed**

12 credits

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**Time Constraints**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

---

**Grievances and Policies**

These resources may be helpful in addressing your concerns:
Any student who feels that they have been treated unfairly by a faculty or staff member has the right to file a complaint about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To assure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of a written complaint, the associate dean will convene a subcommittee of the school's Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean's office.

Questions about these procedures can be directed to the School of Education Dean's Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER
Funding is not offered along with offers for admission.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner;
Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Salzman

**EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: K-12 LEADERSHIP, M.S.**

This is a named option in the Educational Leadership and Policy Analysis MS (https://guide.wisc.edu/graduate/educational-leadership-policy-analysis/educational-leadership-policy-analysis-ms/#text).

The program is designed for current teachers and school or system leaders who are committed to becoming effective leaders of schools that eliminate inequities in student learning for all students in the schools and systems they serve. At the completion of the 14-month program, candidates will receive a master of science in Educational Leadership and Policy Analysis and be eligible for endorsement for a Wisconsin administrator license for the principalship.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>April 1</td>
</tr>
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<td>English Proficiency Test</td>
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</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

M.S. applicants should hold a teaching license. Applicants are required to upload the following items to the online application.

1. Essay statement (not to exceed two pages) that addresses the following:
   - Describe evidence in your educational practice of your commitment to addressing equity/social justice issues and a desire to lead with a focus on eliminating inequities.
   - Describe evidence of your instructional excellence with a range of diverse learners.
   - Describe evidence of leadership excellence related to equity and diversity.
   - Is there anything else you would like us to know about why you would be an excellent candidate for this program focused on social justice?

2. Unofficial transcripts. Official transcripts will be requested prior to Graduate School admission.

3. Resume or CV.

4. Three letters of recommendation. We require recommendations from three (3) people who are qualified to evaluate the academic and professional competence of the applicant. When completing the online application, submit the names and emails of those requesting recommendation from; recommendations are sent electronically to your application.

5. Supporting document if undergraduate GPA is below 3.00. In a statement, explain why GPA does not accurately reflect high potential to serve in leadership roles.

International students are NOT ELIGIBLE for this program.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

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**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
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<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>24 credits out of 30 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Completion of a K12 Leadership Master's requirements are provided by the Director of the K12 Master's Leadership program.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>None.</td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

All courses are required. There are no electives in the program.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 735</td>
<td>Leadership for Equity and Diversity</td>
<td>30</td>
</tr>
<tr>
<td>ELPA 832</td>
<td>Resource Allocation for Equity and Social Justice</td>
<td>30</td>
</tr>
</tbody>
</table>

Note: Students may take ELPA 703 in the first summer and ELPA 847 in the second summer as determined by the department.

**CURRICULAR REQUIREMENTS**

**Minimum Credit Requirement**

30 credits

**Minimum Residence Credit Requirement**

16 credits

**Minimum Graduate Coursework Requirement**

24 credits out of 30 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide ([https://registrar.wisc.edu/course-guide/](https://registrar.wisc.edu/course-guide/)).

**Overall Graduate GPA Requirement**

3.00 GPA required.

**Other Grade Requirements**

The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

**Assessments and Examinations**

Completion of a K12 Leadership Master’s requirements are provided by the Director of the K12 Master’s Leadership program.

**Language Requirements**

None.

The program includes a practicum experience that requires 150 contact hours for an initial administrator license and an additional 75 hours for each additional administrative license. Practicums are completed under the guidance of department faculty. Students may also be eligible for a Director of Instruction (6 additional credits) and/or Director of Special Education and Pupil Services license (6 additional credits) by completing additional course work and an additional 75 hour practicum for each license.

Submission and approval of an online portfolio is required for both degree completion and certification. Portfolio requirements ([https://elpa.education.wisc.edu/academics/resources-handbooks-and-forms/](https://elpa.education.wisc.edu/academics/resources-handbooks-and-forms/)) are available on the department website in the program handbook.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures ([https://grad.wisc.edu/acadpolicy/](https://grad.wisc.edu/acadpolicy/)) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the
degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**
If applicable to the program completing, and with program approval, students are allowed to count no more than 9 credits of graduate coursework in educational leadership from other institutions and 6 credits of graduate coursework in areas other than educational leadership from other institutions. Coursework earned five or more years prior to admission to the master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**
If applicable to the program completing and with program approval, 6 credits of coursework numbered 500 or above from a UW–Madison undergraduate degree are allowed to count toward the degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**
With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison special student. If necessary to meet the Graduate School minimum graduate credit requirements for the degree, special student coursework may need to be converted to graduate credits. Once converted, students are assessed the difference in tuition between special and graduate tuition. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**
12 credits

**TIME CONSTRAINTS**
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To assure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.
2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s
satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

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PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
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EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: WISCONSIN IDEA PRINCIPAL PREPARATION, M.S.

This is a named option in the Educational Leadership and Policy Analysis M.S. (p. 520)

This named option is a specialized program of study within our Master’s degree program. It provides all coursework necessary to meet the requirements for licensure as a school principal in the state of Wisconsin (licensure also requires a Master’s degree). It replicates the campus program resulting in the same degree and eligibility for licensure. The UW–Whitewater Cooperative Program, an existing departmental named option, similarly provides training for school administrators. A second departmental named option resulting in a Master’s degree, the Global Higher Education Program, serves a different population of students who are training for work in post-secondary education.

The mission of the department is to create, evaluate, exchange, and apply knowledge about leadership, learning, and organizational performance to prepare scholars and scholar practitioners who cultivate equity and educational opportunity in a diverse and changing world. The purpose of the Wisconsin Idea Principal Preparation Program directly relates to this mission as the program is designed to train school leaders in a program with an explicit emphasis on equity and opportunity for all children in elementary and secondary schools.

The program is designed for current teachers and school or system leaders who are committed to becoming effective leaders of schools that eliminate inequities in student learning for all students in the schools and systems they serve. At the completion of the 14-month program, candidates will receive a master of science in Educational Leadership and Policy Analysis and be eligible for endorsement for a Wisconsin administrator license for the principalship.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).
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English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT)

n/a

Letters of Recommendation Required

3

M.S. applicants should hold a teaching license and are required to upload the following items to the online application.

1. Essay statement (not to exceed two pages) that addresses the following:
   - Describe evidence in your educational practice of your commitment to addressing equity/social justice issues and a desire to lead with a focus on eliminating inequities.
   - Describe evidence of your instructional excellence with a range of diverse learners.
   - Describe evidence of leadership excellence related to equity and diversity.
   - Is there anything else you would like us to know about why you would be an excellent candidate for this program on social justice?

2. Unofficial transcripts. Official transcripts will be requested prior to Graduate School admission.

3. Resume or CV.

4. Three letters of recommendation. We require recommendations from three (3) people who are qualified to evaluate the academic and professional competence of the applicant. When completing the online application, submit names and emails of those requesting recommendation from.

5. Supporting document if undergraduate GPA is below 3.00. In statement, explain why GPA does not accurately reflect high potential to serve in leadership roles.

International students are NOT ELIGIBLE for this program.

Funding

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

Program Resources

Students in the Wisconsin Idea Principal Preparation Program are not permitted to accept tuition-waiving assistantships or seek double or dual degrees.

Minimum Graduate School Requirements

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

Named Option Requirements

Modes of Instruction

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Curricular Requirements

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<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>24 credits out of 30 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>
The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations
None.

Language
No language requirements.

REQUIRED COURSES

Core Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 735</td>
<td>Leadership for Equity and Diversity</td>
<td></td>
</tr>
<tr>
<td>ELPA 832</td>
<td>Resource Allocation for Equity and Social Justice</td>
<td></td>
</tr>
<tr>
<td>ELPA 847</td>
<td>Instructional Leadership and Teacher Capacity</td>
<td></td>
</tr>
<tr>
<td>ELPA 900</td>
<td>Internship in Educational Administration</td>
<td></td>
</tr>
<tr>
<td>ELPA 845</td>
<td>School-Level Leadership</td>
<td></td>
</tr>
<tr>
<td>ELPA 863</td>
<td>Race, Class and Educational Inequality</td>
<td></td>
</tr>
<tr>
<td>ELPA/INTER-HE 770</td>
<td>Community, Opportunity, and Justice</td>
<td></td>
</tr>
<tr>
<td>ELPA 840</td>
<td>Public School Law</td>
<td></td>
</tr>
<tr>
<td>ELPA 703</td>
<td>Evaluating and Supporting Quality Classroom Teaching</td>
<td></td>
</tr>
<tr>
<td>ELPA 844</td>
<td>Technology and School Leadership</td>
<td></td>
</tr>
</tbody>
</table>

Optional/Additional Courses

For those who wish to complete coursework for licensure as a Director of Special Education and Pupil Services, add ELPA/ED POL/ED PSYCH/RP & SE 842. For those who wish to complete coursework for licensure as a Director of Instruction, add ELPA 875.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA/ED POL/ED PSYCH/RP &amp; SE 842</td>
<td>Legal Foundations of Special Education and Pupil Services</td>
</tr>
<tr>
<td>ELPA 875</td>
<td>Theory and Practice of Educational Planning</td>
</tr>
<tr>
<td>ELPA/RP &amp; SE 835</td>
<td>Leadership for Inclusive Schooling</td>
</tr>
<tr>
<td>ELPA 860</td>
<td>Organizational Theory and Behavior in Education</td>
</tr>
</tbody>
</table>

Note: Students may take ELPA 847 in the second summer and ELPA 703 in the first summer as determined by the department. For those who wish to complete coursework for licensure as a Director of Special Education and Pupil Services, add ELPA/RP & SE 835. For those who wish to complete coursework for licensure as a Director of Instruction, add ELPA 860.

Total Credits 30

The program includes a practicum experience that requires 150 contact hours for an initial administrator license and an additional 75 hours for each additional administrative license. Cooperative program students enroll in their practicum at UW-Whitewater and complete the required hours under the guidance of the UW-Whitewater cooperative program director.

Submission and approval of an online portfolio is required for both degree completion and certification. Portfolio requirements (https://elpa.education.wisc.edu/academics/resources-handbooks-and-forms/) are available on the department website.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework in educational leadership from other institutions and 6 credits of graduate coursework in areas other than educational leadership from other institutions. Coursework earned five or more years prior to admission to the master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, 6 credits of coursework numbered 500 or above from a UW–Madison undergraduate degree are allowed to count toward the degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison special student. If necessary to meet the Graduate School minimum graduate credit requirements for the degree, special student coursework may need to be converted to graduate credits. Once converted, students are assessed the difference in tuition between special and graduate tuition. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300
or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member in the department.

**CREDITS PER TERM ALLOWED**

12 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be
discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER
Students in the Wisconsin Idea Principal Preparation Program are not permitted to accept tuition-waiving assistantships or seek double or dual degrees.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner; Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Salzman

EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS, PH.D.

The mission of the department is to create, evaluate, exchange, and apply knowledge about leadership, learning, and organizational performance to prepare scholars and scholar practitioners who cultivate equity and educational opportunity in a diverse and changing world.

Many varied educational constituencies need to be able to analyze and to inform debate on educational issues, and to lead and develop learning communities that meet the diverse learning needs of students and society. We believe effective educational leadership in any institution embodies three core values: inquiry, equity, and reflection.

Graduates and recipients of the department’s instruction are expected to reflect the knowledge, skills, and personal qualities that will be successful in promoting, producing, and improving learning and increasing public trust in educational institutions.

In keeping with this mission, the department has three research named options: Higher Education (p. 553), focused on the effective administration of postsecondary institutions, including higher education leadership, student affairs administration, and athletic administration. K–12 Leadership (p. 559), emphasizing the effective administration of primary and secondary institutions. Educational Policy (http://elpa.education.wisc.edu/elpa/academics/educational-policy/), Analysis and Evaluation (https://elpa.education.wisc.edu/elpa/academics/educational-policy/), stressing effective formation and analysis of policies governing the administration of all educational institutions.

Students in each named option will focus their course work within the emphasis, although students are encouraged to learn about other areas as well.

The department has long held a commitment to diversity (https://elpa.education.wisc.edu/about/) and the strength it brings to a program. The department seeks to attract a very diverse student population. As one of its core values (https://elpa.education.wisc.edu/about/), the ELPA learning community celebrates wholeness, while, at the same time, values the richness of differences in life experiences, cultural backgrounds, ways of knowing, and perspectives of its individual members. The department seeks to renew itself continually by attracting faculty and students who contribute to this diversity as well as enhance the larger community.


ADMISSIONS

Students apply to the Ph.D. in Educational Leadership and Policy Analysis through one of the named options:

- Educational Leadership and Policy Analysis: Educational Policy Analysis & Evaluation, Ph.D (p. 547)
- Educational Leadership and Policy Analysis: K-12 Leadership, Ph.D. (p. 559)
- Educational Leadership and Policy Analysis: Wisconsin Idea Executive Ph.D. Cohort, Ph.D. (p. 564)

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS
CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>75 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>51 out of 75 credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Contact the program for information on any language requirements.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>Doctoral students must complete a doctoral minor. Minor coursework is completed in areas that serve to enhance the major coursework.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES
Select a Named Option (p. 546) for courses required.

NAMED OPTIONS
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Ph.D. in Educational Leadership and Policy Analysis must select one of the following named options:

- EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: EDUCATIONAL POLICY ANALYSIS & EVALUATION, PH.D. (P. 547)
- EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: HIGHER EDUCATION, PH.D. (P. 553)
- EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: K-12 LEADERSHIP, PH.D. (P. 559)
- EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: WISCONSIN IDEA EXECUTIVE PH.D. COHORT, PH.D. (P. 564)

POLICIES
Students should refer to one of the named options for policy information:

- Educational Leadership and Policy Analysis: K-12 Leadership, Ph.D. (p. 559)
- Educational Leadership and Policy Analysis: Wisconsin Idea Executive Ph.D. Cohort, Ph.D. (p. 564)

PROFESSIONAL DEVELOPMENT
GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study.
3. Creates research or scholarship that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions to society in the field of study or field of practice.
6. Communicates complex ideas in a clear and understandable manner.
7. Fosters ethical and professional conduct.

PEOPLE
Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner; Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Salzman
EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: EDUCATIONAL POLICY ANALYSIS & EVALUATION, PH.D.

This is a named option in the Educational Leadership and Policy Analysis PhD (https://guide.wisc.edu/graduate/educational-leadership-policy-analysis/educational-policy-analysis-phd/).

There are three departments in the University that focus on educational policy-related issues.

In ELPA (Educational Leadership and Policy Analysis) the Department’s emphasis is on conducting educational policy research and analysis with a goal of advancing the achievement of all students through effective policy design, development, implementation and evaluation of educational policies and programs. Students develop a knowledge base that includes a strong foundation in research methods (both quantitative and qualitative), and an ability to conduct sophisticated educational policy research and analysis grounded in understandings of the educational policy and governance system in the US and the issues and challenges facing educational leaders embedded in school, university, community/technical college, or adult learning contexts.

Recent graduates of the program are faculty members at research universities, researchers in research centers and consulting firms, policy analysts for non-profit organizations, university administrators, a university president, and policy analysts at the federal and state levels.

The La Follette School of Public Affairs provides education in public management and policy analysis, as well as in public policy and global governance. Faculty in the School are experts in social policy, health and aging, energy and the environment, international trade and development, and public management. The education provided focuses on gaining quantitative, policy analysis, and public management skills. Students may take elective courses in specific substantive policy areas that are of interest to them. Many La Follette students have an interest in education policy and choose to take courses in ELPA.

A third department, Educational Policy Studies, takes a multi-disciplinary approach (sociology, philosophy, anthropology, history) to the study of educational policy and practice. Students may focus on US or international issues. Students often choose to focus on educational inequality.

If you are interested in policy analysis as it relates to broad social policy issues including, but not limited to education, we recommend the LaFollette MPA or MiPA programs. You would be trained in the tools necessary to analyze and design social policy, and could take courses in our department and Educational Policy Studies.

If you were interested specifically in educational leadership and policy as a focus for your study (not the broader social policy issues), and intended to work in schools or in school-related policy, particularly in the U.S., we would recommend our department. If you were interested in a more theoretical understanding of educational policy systems and wanted to take a particular disciplinary focus, and a mix of international and US contexts, we would recommend Educational Policy Studies.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

Ph.D. applicants are required to upload the following items to the online application.

1. Essay statement. Each applicant must submit a "Reasons for Study" essay. As you prepare your responses, we invite you to review the information on our website to review the program literature, to talk with our alumni and current students, and to interact with members of the faculty and staff. Ph.D. applicants should address the following in an essay that does not exceed three pages (single or double spaced.)

   • What are your primary career goals and professional gaps you have identified as important for your intellectual and professional advancement over the next 5-10 years?
   • In what ways will these professional gaps be addressed through a doctoral program at UW-Madison?
   • Describe at least one research topic and/or project you plan to work on during your doctoral program.
   • As you will note, we are interested in developing and maintaining a diverse and engaged learning community. Please identify any unique or special contributions you will bring to this community.

A "Strong" essay is characterized by:

   • A clear, through, well-organized essay that expresses ideas in a detailed and engaging manner.
   • Addresses all components of the instructions.
- Paragraphs signal the divisions of thought and sentences flow with ideas in a logical sequence.
- No (or very few) noticeable errors in composition.
- The articulation of clear scholarly interests that are consistent with the department's mission and that may expand knowledge within the field.

A "Satisfactory" essay is characterized by:
- A detailed, well-organized essay.
- Addresses all components of the instructions.
- Paragraphs signal the major divisions of thought and sequence.
- Few errors in composition.
- The articulation of scholarly interests that are consistent with the department’s mission.

A "Weak" essay is characterized by:
- A well-organized but insufficiently detailed essay.
- Addresses some, but not all, of the components of the instructions.
- Paragraphs do not contain main topics.
- A distracting number of errors in composition or spelling (i.e., more than two or three per page).
- No articulation of scholarly interests.

2. Unofficial transcripts. Official transcripts will be requested prior to Graduate School admission.

3. Resume or CV.

4. Three letters of recommendation. We require recommendations from three (3) people who are qualified to evaluate the academic and professional competence of the applicants. When completing the online application, submit the names and emails of those requesting recommendation from; recommendations are sent electronically to your application.

5. Supporting document if required. Applicants who earned an undergraduate GPA below 3.00 or a graduate GPA below 3.5 should provide additional explanation/documentation to support their admission. In statement, explain why GPA does not accurately reflect high potential to serve in leadership roles.

English proficiency requirements are required for international applicants. Test scores should be submitted to institution code 1846.

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**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

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**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
<td></td>
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<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
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</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
<td></td>
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</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
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</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

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Language Requirements

Doctoral Minor / Breadth Requirements

REQUIRED COURSEWORK

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td></td>
<td><strong>Introduction to the Field</strong></td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>These introductory courses lay the foundational framework for work in the department. The Doctoral Inquiry class, ELPA 810, is taken during the first semester of course work, and is required for all incoming Ph.D. students regardless of their area of interest. Students are strongly encouraged to take the second introductory course at the beginning of their studies as well.</td>
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</tr>
<tr>
<td>ELPA 810</td>
<td>Doctoral Inquiry in Educational Leadership and Policy Analysis</td>
<td></td>
</tr>
<tr>
<td>ELPA 961</td>
<td>Critical Issues in Educational Policy</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Core Knowledge</strong></td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>The department believes that students in educational administration should be familiar with four program areas of knowledge: (1) Organizations and Planning; (2) Program and Instructional Leadership and Management; (3) Politics, Policy and Finance; and (4) Learning and Diversity. Knowledge in each of these areas is focused on providing a theoretical and empirical research knowledge base to facilitate improvements in teaching and learning in educational organizations. Students should take one course from each program area. Students who have taken similar courses at other institutions and are transferring credits for those courses should take an advanced or related ELPA course in each area identified through consultation with their advisor.</td>
<td></td>
</tr>
<tr>
<td>ELPA 860</td>
<td>Organizational Theory and Behavior in Education</td>
<td></td>
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<tr>
<td>ELPA 875</td>
<td>Theory and Practice of Educational Planning</td>
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</tr>
<tr>
<td></td>
<td><strong>Program and Instructional Leadership and Management (SELECT 1 COURSE)</strong></td>
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<tr>
<td></td>
<td>Leadership theory; Effective leadership; Functional, symbolic, political, and human aspects of leadership; Leading change; Conflict resolution; Empowerment; Sharing leadership; Motivation of self and others; Ethical and moral dimensions of leadership.</td>
<td></td>
</tr>
<tr>
<td>ELPA 715</td>
<td>Governance and Administration of Colleges and Universities</td>
<td></td>
</tr>
<tr>
<td>ELPA 845</td>
<td>School-Level Leadership</td>
<td></td>
</tr>
<tr>
<td>ELPA 847</td>
<td>Instructional Leadership and Teacher Capacity</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Politics, Policy and Finance (SELECT 1 COURSE)</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Educational governance; Operating within a political environment; Understanding and interpreting political context; Principles of design and implementation of educational policies; Sources of revenues; Effective expenditure of educational dollars; Equity and adequacy issues.</td>
<td></td>
</tr>
<tr>
<td>ELPA 831</td>
<td>Financing Postsecondary Education</td>
<td></td>
</tr>
<tr>
<td>ELPA 832</td>
<td>Resource Allocation for Equity and Social Justice</td>
<td></td>
</tr>
<tr>
<td>ELPA 840</td>
<td>Public School Law</td>
<td></td>
</tr>
<tr>
<td>ELPA 841</td>
<td>Legal Aspects of Higher Education</td>
<td></td>
</tr>
<tr>
<td>ELPA 870</td>
<td>The Politics of Education</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Learning and Diversity (SELECT 1 COURSE)</strong></td>
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<tr>
<td></td>
<td>Addressing the diverse learning needs of students; Professional development; Managing academic program, curriculum and instruction to promote student learning; Administering learning and co-curricular activities to reflect students’ common and distinct experiential base.</td>
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</tr>
<tr>
<td>ELPA 735</td>
<td>Leadership for Equity and Diversity</td>
<td></td>
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<tr>
<td>ELPA 736</td>
<td>Administration of Student Services in Higher Education</td>
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<tr>
<td>ELPA 848</td>
<td>Professional Development and Organizational Learning</td>
<td></td>
</tr>
<tr>
<td>ELPA 880</td>
<td>Academic Programs in Colleges and Universities</td>
<td></td>
</tr>
<tr>
<td>ELPA 887</td>
<td>Diversity and Inequality in Higher Education</td>
<td></td>
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<tr>
<td></td>
<td><strong>Program Depth</strong></td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>The department believes that students should have depth in at least one of the four program areas: (1) Organizations and Planning; (2) Program and Instructional Leadership and Management; (3) Politics, Policy and Finance; OR (4) Learning and Diversity. Therefore, the department requires that students in Educational Leadership &amp; Policy Analysis select 1 of the 4 domains and take at least 3 ADDITIONAL courses in that program area. If courses from other departments are permitted in one of the depth areas, at least one of the three additional courses must be an ELPA course.</td>
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<tr>
<td>ELPA 860</td>
<td>Organizational Theory and Behavior in Education</td>
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<tr>
<td>ELPA 875</td>
<td>Theory and Practice of Educational Planning</td>
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<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
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<tr>
<td>M H R 872</td>
<td>Seminar in Organizational Behavior and Design</td>
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</tr>
<tr>
<td>SOC 632</td>
<td>Sociology of Organizations</td>
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<tr>
<td>OTM 770</td>
<td>Sustainable Approaches to System Improvement</td>
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<tr>
<td></td>
<td><strong>Program and Instructional Leadership and Management</strong></td>
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<td></td>
<td>ELPA 875</td>
<td>Theory and Practice of Educational Planning</td>
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<td></td>
<td>OTM 770</td>
<td>Sustainable Approaches to System Improvement</td>
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<tr>
<td>ELPA 785</td>
<td>Staff Personnel Systems in Education</td>
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<tr>
<td>ELPA 844</td>
<td>Technology and School Leadership</td>
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<td>ELPA 845</td>
<td>School-Level Leadership</td>
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<tr>
<td>ELPA 846</td>
<td>The School Superintendency</td>
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<td>ELPA 847</td>
<td>Instructional Leadership and Teacher Capacity</td>
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<tr>
<td>ELPA 848</td>
<td>Professional Development and Organizational Learning</td>
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<tr>
<td>ELPA 863</td>
<td>Race, Class and Educational Inequality</td>
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<tr>
<td>ELPA 715</td>
<td>Governance and Administration of Colleges and Universities</td>
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<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
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<tr>
<td>ELPA 710</td>
<td>Introduction to Intercollegiate Athletics Administration</td>
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<tr>
<td>ELPA 726</td>
<td>Data-Based Decision-Making for Educational Leadership</td>
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<tr>
<td>ELPA/INTER-HE 770</td>
<td>Community, Opportunity, and Justice</td>
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<tr>
<td>ELPA 831</td>
<td>Financing Postsecondary Education</td>
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<tr>
<td>ELPA 832</td>
<td>Resource Allocation for Equity and Social Justice</td>
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<tr>
<td>ELPA 840</td>
<td>Public School Law</td>
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<tr>
<td>ELPA 841</td>
<td>Legal Aspects of Higher Education</td>
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<tr>
<td>ELPA/ED POL/ED PSYCH/RP &amp; SE 842</td>
<td>Legal Foundations of Special Education and Pupil Services</td>
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<tr>
<td>ELPA 870</td>
<td>The Politics of Education</td>
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<td>ELPA 910</td>
<td>Seminar in Educational Law</td>
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<td>ELPA 960</td>
<td>Seminar in Educational Finance</td>
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<td>ELPA 965</td>
<td>Seminar in the Politics of Education</td>
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<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
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<tr>
<td>ED POL 600</td>
<td>Problems in Educational Policy</td>
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<tr>
<td>ED POL/ELPA/PUB AFFR 765</td>
<td>Issues in Educational Policy Analysis</td>
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<tr>
<td>ECON 711</td>
<td>Economic Theory-Microeconomics Sequence</td>
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<td>ECON 712</td>
<td>Economic Theory-Macroeconomics Sequence</td>
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<tr>
<td>ECON 741</td>
<td>Theory of Public Finance and Fiscal Policy</td>
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<tr>
<td>ECON 742</td>
<td>Theory of Public Finance and Fiscal Policy</td>
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<tr>
<td>PUB AFFR 869</td>
<td>Workshop in Public Affairs</td>
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<tr>
<td>PUB AFFR/POLI SCI 871</td>
<td>Public Program Evaluation</td>
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<td>PUB AFFR/POLI SCI/URB R PL 874</td>
<td>Policy-Making Process</td>
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<td>PUB AFFR 974</td>
<td>Topics in Public Affairs</td>
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<tr>
<td>PUB AFFR 880</td>
<td>Microeconomic Policy Analysis</td>
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<tr>
<td>PUB AFFR/AAE/ENVIR ST/POP HLTH 881</td>
<td>Benefit-Cost Analysis</td>
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<tr>
<td>PUB AFFR/POLI SCI/URB R PL 890</td>
<td>Federal Budget and Tax Policy and Administration</td>
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<tr>
<td>PUB AFFR 891</td>
<td>State and Local Government Finance</td>
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**Learning and Diversity**

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>ELPA 703</td>
<td>Evaluating and Supporting Quality Classroom Teaching</td>
</tr>
<tr>
<td>ELPA 735</td>
<td>Leadership for Equity and Diversity</td>
</tr>
<tr>
<td>ELPA 736</td>
<td>Administration of Student Services in Higher Education</td>
</tr>
<tr>
<td>ELPA/RP &amp; SE 835</td>
<td>Leadership for Inclusive Schooling</td>
</tr>
<tr>
<td>ELPA 848</td>
<td>Professional Development and Organizational Learning</td>
</tr>
<tr>
<td>ELPA 863</td>
<td>Race, Class and Educational Inequality</td>
</tr>
<tr>
<td>ELPA 880</td>
<td>Academic Programs in Colleges and Universities</td>
</tr>
<tr>
<td>ELPA 881</td>
<td>Ideas of the University: Images of Higher Learning for the 21st Century</td>
</tr>
<tr>
<td>ELPA 882</td>
<td>Minority-Serving Institutions of Higher Education</td>
</tr>
<tr>
<td>ELPA 886</td>
<td>Internationalization of Higher Education</td>
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<tr>
<td>ELPA 887</td>
<td>Diversity and Inequality in Higher Education</td>
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<tr>
<td>ELPA 888</td>
<td>Assessment in Higher Education</td>
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<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
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<tr>
<td>CURRIC 662</td>
<td>Elementary School Curriculum</td>
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<tr>
<td>CURRIC 704</td>
<td>Curriculum Planning</td>
</tr>
<tr>
<td>ED PSYCH 795</td>
<td>Introduction to Learning Sciences I</td>
</tr>
</tbody>
</table>

**Electives** 15

Students may take any five courses inside or outside of the Department, to provide depth or breadth to program focus. Students are reminded that their programs must include at least 39 credits taken from ELPA. Note that electives are separate from minor/supporting coursework.

**Minor/Supporting Coursework** 12
The minor is a rational, unified set of courses taken outside of the department which have a clearly articulated theme or focus which allows the student to develop knowledge in a related area of study. Students may either pursue an option A (departmental minor in a SINGLE department outside of Educational Leadership & Policy Analysis) or an option B-distributed (courses in two or more departments outside of Educational Leadership & Policy Analysis) minor. The Option A minor requires a minimum of 9 credits; the Option B, 12 credits. Students interested in an Option A minor should initiate contact and seek approval from the minor department. Students electing the Option A minor must complete an additional 3 credits of coursework outside of the department in order to satisfy the supporting coursework requirement for the department. At least two courses (6 credits) must be completed during or after the semester in which the student is admitted to the Ph.D. program.

Research Methods and Design 12

Students must complete a sequence of courses in research methods and design, focusing on either quantitative or qualitative methods. Students choosing to focus on quantitative methods should take two statistical methods courses and one qualitative methods course. Students choosing to focus on qualitative methods should take two qualitative methods courses and one statistical methods course. After the methods requirement has been met, all students should take the research design course (ELPA 825). Substitutions for ELPA 825 are not allowed.

Quantitative Methods

- ELPA/ED PSYCH 822: Introduction to Quantitative Inquiry in Education
- ELPA 823: Data Management for Education Policy Analysis
- ELPA/ED PSYCH 827: Surveys and Other Quantitative Data Collection Strategies
- ELPA/ED PSYCH 964: Hierarchical Linear Modeling
- ELPA 940: Special Topics Seminar in Educational Leadership
- ED PSYCH 760: Statistical Methods Applied to Education I
- ED PSYCH 761: Statistical Methods Applied to Education II
- SOC/C&E SOC 360: Statistics for Sociologists I
- SOC/C&E SOC 361: Statistics for Sociologists II
- STAT 301: Introduction to Statistical Methods
- STAT 302: Accelerated Introduction to Statistical Methods

Qualitative Methods

- ELPA/COUN PSY/CURRIC/ED POL/ED PSYCH/RP & SE 788: Qualitative Research Methods in Education: Field Methods I
- ELPA/COUN PSY/CURRIC/ED POL/ED PSYCH/RP & SE 789: Qualitative Research Methods in Education: Field Methods II
- ELPA 824: Field Research Designs & Methodologies in Educational Administration
- ELPA 940: Special Topics Seminar in Educational Leadership
- ED POL/C&E SOC/SOC 755: Methods of Qualitative Research
- CURRIC 718: Introduction to Narrative Inquiry
- CURRIC 802: Discourse Analysis
- ELPA 825: Advanced Research Methods in Educational Administration

Thesis 9

Students are required to complete a minimum of nine credits of research/thesis and/or independent reading. While nine credits is the minimum required, there is no maximum.

- ELPA 990: Research or Thesis
- ELPA 999: Independent Reading

Total Credits 75

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 36 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison special student. If necessary to meet the Graduate School minimum graduate credit requirements for the degree, special student coursework may have to be converted to graduate credits. Once converted, students are assessed the difference in tuition between special and graduate tuition. Coursework earned ten or more years...
prior to admission to a doctoral degree is not allowed to satisfy requirements. More information here (https://grad.wisc.edu/acadpolicy/?policy=universityspecialstudentcreditconversion).

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may require to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  • Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  • Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  • Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-265-6013.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner; Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Saltzman

EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: HIGHER EDUCATION, PH.D.

This is a named option in the Educational Leadership and Policy Analysis PhD (https://guide.wisc.edu/graduate/educational-leadership-policy-analysis/educational-leadership-policy-analysis-phd/).

The Department’s focus is to develop a knowledge base that includes an understanding of the institutional context of higher education, academic leadership, culture and governance, and student services administration. Program faculty have expertise in a variety of institutional types and educational contexts, including research universities, historically black colleges and universities, community colleges, vocational technical colleges, adult learning in non-traditional settings, and the view that education should be approached as a K-16 system. Students receive a strong foundation in research methods (both qualitative and quantitative), and an understanding of the institutional dynamics and policy context of post-secondary education.

Students who have received their Ph.D. in Higher Education in our department have successfully pursued a wide range of leadership, faculty, and senior administrator and staff positions in colleges and universities across this country and the globe. To illustrate, some graduates have gone on to become presidents of community colleges, four year colleges, major research universities, and liberal arts colleges. Others have taken on a wide range of senior administrative and staff positions, such as vice-presidents of statewide systems of higher education, chief diversity officers, colleges and university provosts, and university-wide assessment directors. Still others have taken on faculty and staff positions at a wide range of colleges and universities, including major research universities as well as regional colleges and universities.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
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<th>Requirements</th>
<th>Detail</th>
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<tr>
<td>Fall Deadline</td>
<td>December 1</td>
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<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
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<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record</td>
<td>Not required.</td>
</tr>
<tr>
<td>Examinations)</td>
<td></td>
</tr>
<tr>
<td>English Proficiency</td>
<td>Every applicant whose native language is not</td>
</tr>
<tr>
<td>Test</td>
<td>English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g.,</td>
<td>n/a</td>
</tr>
<tr>
<td>GMAT, MCAT)</td>
<td></td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
<tr>
<td>Ph.D. applicants are required to upload the following items to the online application.</td>
<td></td>
</tr>
<tr>
<td>1. Essay statement. Each applicant must submit a &quot;Reasons for Study&quot; essay. As you prepare your responses, we invite you to review the information on our website to review the program literature, to talk with our alumni and current students, and to interact with members of the faculty and staff. Ph.D. applicants should address the following in an essay that does not exceed three pages (single or double spaced.)</td>
<td></td>
</tr>
</tbody>
</table>
• What are your primary career goals and professional gaps you have identified as important for your intellectual and professional advancement over the next 5-10 years?
• In what ways will these professional gaps be addressed through a doctoral program at UW-Madison?
• Describe at least one research topic and/or project you plan to work on during your doctoral program.
• As you will note, we are interested in developing and maintaining a diverse and engaged learning community. Please identify any unique or special contributions you will bring to this community.

A "Strong" essay is characterized by:
• A clear, through, well-organized essay that expresses ideas in a detailed and engaging manner.
• Addresses all components of the instructions.
• Paragraphs signal the major divisions of thought and sequence.
• No (or very few) noticeable errors in composition.
• The articulation of clear scholarly interests that are consistent with the department's mission.

A "Satisfactory" essay is characterized by:
• A detailed, well-organized essay.
• Addresses all components of the instructions.
• Paragraphs signal the major divisions of thought and sequence.
• Few errors in composition.
• The articulation of scholarly interests that are consistent with the department's mission.

A "Weak" essay is characterized by:
• A well-organized but insufficiently detailed essay.
• Addresses some, but not all, of the components of the instructions.
• Paragraphs do not contain main topics.
• A distracting number of errors in composition or spelling (i.e., more than two or three per page).
• No articulation of scholarly interests.

2. Unofficial transcripts. Official transcripts will be requested prior to Graduate School admission.

3. Resume or CV.

4. Three letters of recommendation. We require recommendations from three (3) people who are qualified to evaluate the academic and professional competence of the applicants. When completing the online application, submit the names and emails of those requesting recommendation from; recommendations are sent electronically to your application.

5. Supporting document if required. Applicants who earned an undergraduate GPA below 3.00 or a graduate GPA below 3.5 should provide additional explanation/documentation to support their admission. In statement, explain why GPA does not accurately reflect high potential to serve in leadership roles.

English proficiency requirements are required for international applicants. Test scores should be submitted to institution code 1846.

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions
- Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.
- Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>75 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>51 out of 75 credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>
REQUIRED COURSEWORK

Core Knowledge

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 810</td>
<td>Doctoral Inquiry in Educational Leadership and Policy Analysis</td>
<td></td>
</tr>
<tr>
<td>ELPA 701</td>
<td>Introduction to Higher and Post-Secondary Education</td>
<td></td>
</tr>
</tbody>
</table>

Program Depth

The department believes that students should have depth in at least one of the four program areas: (1) Organizations and Planning; (2) Program and Instructional Leadership and Management; (3) Politics, Policy and Finance; OR (4) Learning and Diversity. Therefore, the department requires that students in Educational Leadership & Policy Analysis select 1 of the 4 domains and take at least 3 ADDITIONAL courses in that program area.

If courses from other departments are permitted in one of the depth areas, at least one of the three additional courses must be an ELPA course.

Organizations and Planning

- ELPA 860 Organizational Theory and Behavior in Education
- ELPA 875 Theory and Practice of Educational Planning
- ELPA 940 Special Topics Seminar in Educational Leadership
- M H R 872 Seminar in Organizational Behavior and Design
- SOC 632 Sociology of Organizations
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTM 770</td>
<td>Sustainable Approaches to System Improvement</td>
</tr>
<tr>
<td>ELPA 715</td>
<td>Governance and Administration of Colleges and Universities</td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
</tbody>
</table>

**Program and Instructional Leadership and Management**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 715</td>
<td>Governance and Administration of Colleges and Universities</td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
<tr>
<td>ED POL 600</td>
<td>Problems in Educational Policy</td>
</tr>
<tr>
<td>ED POL/ELPA/PUB AFFR 765</td>
<td>Issues in Educational Policy Analysis</td>
</tr>
<tr>
<td>ECON 711</td>
<td>Economic Theory-Microeconomics Sequence</td>
</tr>
<tr>
<td>ECON 712</td>
<td>Economic Theory-Macroeconomics Sequence</td>
</tr>
<tr>
<td>ECON 741</td>
<td>Theory of Public Finance and Fiscal Policy</td>
</tr>
<tr>
<td>ECON 742</td>
<td>Theory of Public Finance and Fiscal Policy</td>
</tr>
<tr>
<td>PUB AFFR 869</td>
<td>Workshop in Public Affairs</td>
</tr>
<tr>
<td>PUB AFFR/EDPSYCH 822</td>
<td>Introduction to Quantitative Inquiry in Education</td>
</tr>
</tbody>
</table>

**Politics, Policy, and Finance**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 831</td>
<td>Financing Postsecondary Education</td>
</tr>
<tr>
<td>ELPA 841</td>
<td>Legal Aspects of Higher Education</td>
</tr>
<tr>
<td>ELPA 870</td>
<td>The Politics of Education</td>
</tr>
<tr>
<td>ELPA 965</td>
<td>Seminar in the Politics of Education</td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
<tr>
<td>ED POL 600</td>
<td>Problems in Educational Policy</td>
</tr>
<tr>
<td>ECON 711</td>
<td>Economic Theory-Microeconomics Sequence</td>
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<tr>
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<td>Theory of Public Finance and Fiscal Policy</td>
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<tr>
<td>ECON 742</td>
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</tr>
<tr>
<td>PUB AFFR 869</td>
<td>Workshop in Public Affairs</td>
</tr>
<tr>
<td>PUB AFFR/EDPSYCH 822</td>
<td>Introduction to Quantitative Inquiry in Education</td>
</tr>
</tbody>
</table>

**Electives**

Students may take any five courses inside or outside of the Department, to provide depth or breadth to program focus. Students are reminded that their programs must include at least 39 credits taken from ELPA. Note that electives are separate from minor/supporting coursework.

**Minor/Supporting Coursework**

The minor is a rational, unified set of courses taken outside of the department which have a clearly articulated theme or focus which allows the student to develop knowledge in a related area of study. Students may either pursue an option A (departmental minor in a SINGLE department outside of Educational Leadership & Policy Analysis) or an option B-distributed (courses in two or more departments outside of Educational Leadership & Policy Analysis) minor. The Option A minor requires a minimum of 9 credits; the Option B, 12 credits. Students interested in an Option A minor should initiate contact and seek approval from the minor department. Students electing the Option A minor must complete an additional 3 credits of course work outside of the department in order to satisfy the supporting coursework requirement for the department. At least two courses (6 credits) must be completed during or after the semester in which the student is admitted to the Ph.D. program.

**Research Methods and Design**

Students must complete a sequence of courses in research methods and design, focusing on either quantitative or qualitative methods. Students choosing to focus on quantitative methods should take two statistical methods courses and one qualitative methods course. Students choosing to focus on qualitative methods should take two qualitative methods courses and one statistical methods course. After the methods requirement has been met, all students should take the research design course (ELPA 825). Substitutions for ELPA 825 are not allowed.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA/EDPSYCH 825</td>
<td>Introduction to Quantitative Inquiry in Education</td>
</tr>
<tr>
<td>PUB AFFR 869</td>
<td>Workshop in Public Affairs</td>
</tr>
<tr>
<td>PUB AFFR</td>
<td>Policy-Making Process</td>
</tr>
<tr>
<td>PUB AFFR/POLI SCI 871</td>
<td>Policy-Making Process</td>
</tr>
<tr>
<td>PUB AFFR/POLI SCI/URB R PL 874</td>
<td>Policy-Making Process</td>
</tr>
<tr>
<td>PUB AFFR 974</td>
<td>Topics in Public Affairs</td>
</tr>
<tr>
<td>PUB AFFR 880</td>
<td>Microeconomic Policy Analysis</td>
</tr>
<tr>
<td>PUB AFFR/A A E/ENVIR ST/POP HLTH 881</td>
<td>Benefit-Cost Analysis</td>
</tr>
<tr>
<td>PUB AFFR/POLI SCI/URB R PL 890</td>
<td>Federal Budget and Tax Policy and Administration</td>
</tr>
<tr>
<td>PUB AFFR 891</td>
<td>State and Local Government Finance</td>
</tr>
</tbody>
</table>

**Qualitative Methods**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 823</td>
<td>Data Management for Education Policy Analysis</td>
</tr>
<tr>
<td>PUB AFFR/EDPSYCH 827</td>
<td>Data Collection Strategies</td>
</tr>
<tr>
<td>PUB AFFR/EDPSYCH 964</td>
<td>Hierarchical Linear Modeling</td>
</tr>
<tr>
<td>PUB AFFR 974</td>
<td>Topics in Public Affairs</td>
</tr>
<tr>
<td>PUB AFFR 880</td>
<td>Microeconomic Policy Analysis</td>
</tr>
<tr>
<td>PUB AFFR/POLI SCI/URB R PL 874</td>
<td>Policy-Making Process</td>
</tr>
<tr>
<td>PUB AFFR 891</td>
<td>State and Local Government Finance</td>
</tr>
<tr>
<td>PUB AFFR 974</td>
<td>Topics in Public Affairs</td>
</tr>
<tr>
<td>PUB AFFR 880</td>
<td>Microeconomic Policy Analysis</td>
</tr>
<tr>
<td>PUB AFFR/A A E/ENVIR ST/POP HLTH 881</td>
<td>Benefit-Cost Analysis</td>
</tr>
<tr>
<td>PUB AFFR/POLI SCI/URB R PL 890</td>
<td>Federal Budget and Tax Policy and Administration</td>
</tr>
<tr>
<td>PUB AFFR 891</td>
<td>State and Local Government Finance</td>
</tr>
</tbody>
</table>

**Learning and Diversity**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 736</td>
<td>Administration of Student Services in Higher Education</td>
</tr>
<tr>
<td>ELPA 880</td>
<td>Academic Programs in Colleges and Universities</td>
</tr>
<tr>
<td>ELPA 881</td>
<td>Ideas of the University: Images of Higher Learning for the 21st Century</td>
</tr>
<tr>
<td>ELPA 882</td>
<td>Minority-Serving Institutions of Higher Education</td>
</tr>
<tr>
<td>ELPA 887</td>
<td>Diversity and Inequality in Higher Education</td>
</tr>
<tr>
<td>ELPA 888</td>
<td>Assessment in Higher Education</td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 360</td>
<td>Statistics for Sociologists I</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 361</td>
<td>Statistics for Sociologists II</td>
</tr>
<tr>
<td>STAT 301</td>
<td>Introduction to Statistical Methods</td>
</tr>
</tbody>
</table>
STAT 302  Accelerated Introduction to Statistical Methods

**Qualitative Methods**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA/COUN PSY/</td>
<td>Introduction to Qualitative Research</td>
</tr>
<tr>
<td>CURRIC/ED POL/</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH/</td>
<td></td>
</tr>
<tr>
<td>RP &amp; SE 719</td>
<td></td>
</tr>
<tr>
<td>ELPA/COUN PSY/</td>
<td>Qualitative Research Methods in Education: Field Methods I</td>
</tr>
<tr>
<td>CURRIC/ED POL/</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH/</td>
<td></td>
</tr>
<tr>
<td>RP &amp; SE 788</td>
<td></td>
</tr>
<tr>
<td>ELPA/COUN PSY/</td>
<td>Qualitative Research Methods in Education: Field Methods II</td>
</tr>
<tr>
<td>CURRIC/ED POL/</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH/</td>
<td></td>
</tr>
<tr>
<td>RP &amp; SE 789</td>
<td></td>
</tr>
<tr>
<td>ELPA 824</td>
<td>Field Research Designs &amp; Methodologies in Educational Administration</td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
<tr>
<td>ED POL/C&amp;E SOC/</td>
<td>Methods of Qualitative Research</td>
</tr>
<tr>
<td>SOC 755</td>
<td></td>
</tr>
<tr>
<td>CURRIC 718</td>
<td>Introduction to Narrative Inquiry</td>
</tr>
<tr>
<td>CURRIC 802</td>
<td>Discourse Analysis</td>
</tr>
<tr>
<td><strong>Research Design</strong></td>
<td></td>
</tr>
<tr>
<td>ELPA 825</td>
<td>Advanced Research Methods in Educational Administration</td>
</tr>
<tr>
<td><strong>Thesis</strong></td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Students are required to complete a minimum of nine credits of research/thesis and/or independent reading. While nine credits is the minimum required, there is no maximum.</td>
</tr>
<tr>
<td>ELPA 990</td>
<td>Research or Thesis</td>
</tr>
<tr>
<td>ELPA 999</td>
<td>Independent Reading</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td>75</td>
</tr>
</tbody>
</table>

**Policies**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

*Graduate Work from Other Institutions*

With program approval, students are allowed to count no more than 36 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison special student. If necessary to meet the Graduate School minimum graduate credit requirements for the degree, special student coursework may have to be converted to graduate credits. Once converted, students are assessed the difference in tuition between special and graduate tuition. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements. More information here (https://grad.wisc.edu/acadpolicy/?policy=universityspecialstudentcreditconversion).

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
• Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.
2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.
4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.
5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean's Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER

n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner; Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Salzman
EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS: K-12 LEADERSHIP, PH.D.

This is a named option in the Educational Leadership and Policy Analysis PhD (https://guide.wisc.edu/graduate/educational-leadership-policy-analysis/educational-leadership-policy-analysis-phd/).

This program focuses on providing students with a knowledge base in educational leadership, organizational theory, planning and evaluation, learning and diversity, with a foundation in both qualitative and quantitative research methods. Recent graduates of the program are faculty members, district and school administrators.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td>Ph.D. applicants are required to upload the following items to the online application.</td>
</tr>
</tbody>
</table>

1. Essay statement. Each applicant must submit a "Reasons for Study" essay. As you prepare your responses, we invite you to review the information on our website to review the program literature, to talk with our alumni and current students, and to interact with members of the faculty and staff. Ph.D. applicants should address the following in an essay that does not exceed three pages (single or double spaced.):

   • What are your primary career goals and professional gaps you have identified as important for your intellectual and professional advancement over the next 5-10 years?

   • In what ways will these professional gaps be addressed through a doctoral program at UW-Madison?

   • Describe at least one research topic and/or project you plan to work on during your doctoral program.

   • As you will note, we are interested in developing and maintaining a diverse and engaged learning community. Please identify any unique or special contributions you will bring to this community.

A "Strong" essay is characterized by:

   • A clear, through, well-organized essay that expresses ideas in a detailed and engaging manner.

   • Addresses all components of the instructions.

   • Paragraphs signal the divisions of thought and sentences flow with ideas in a logical sequence.

   • No (or very few) noticeable errors in composition.

   • The articulation of clear scholarly interests that are consistent with the department’s mission and that may expand knowledge within the field.

A "Satisfactory" essay is characterized by:

   • A detailed, well-organized essay.

   • Addresses all components of the instructions.

   • Paragraphs signal the major divisions of thought and sequence.

   • Few errors in composition.

   • The articulation of scholarly interests that are consistent with the department’s mission.

A "Weak" essay is characterized by:

   • A well-organized but insufficiently detailed essay.

   • Addresses some, but not all, of the components of the instructions.

   • Paragraphs do not contain main topics.

   • A distracting number of errors in composition or spelling (i.e., more than two or three per page).

   • No articulation of scholarly interests.

2. Unofficial transcripts. Official transcripts will be requested prior to Graduate School admission.

3. Resume or CV.

4. Three letters of recommendation. We require recommendations from three (3) people who are qualified to evaluate the academic and professional competence of the applicants. When completing the online application, submit the names and emails of those requesting recommendation from; recommendations are sent electronically to your application.

5. Supporting document if required. Applicants who earned an undergraduate GPA below 3.00 or a graduate GPA below 3.5 should provide additional explanation/documentation to support their admission. In statement, explain why GPA does not accurately reflect high potential to serve in leadership roles.

English proficiency requirements are required for international applicants. Test scores should be submitted to institution code 1846.
FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>75 credits</td>
<td>32 credits</td>
<td>51 out of 75 credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>

Overall Requirement

Graduate GPA Requirement

Other Grade Requirements

The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements

Doctoral Minor/Breadth Requirements

Doctoral students must complete a doctoral minor. See below for more information about the Minor requirement.

REQUIRED COURSEWORK

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTRO</td>
<td>Introduction to the Field</td>
<td>6</td>
</tr>
<tr>
<td>ELPA</td>
<td>702 Introduction to Educational Leadership</td>
<td></td>
</tr>
<tr>
<td>ELPA</td>
<td>810 Doctoral Inquiry in Educational Leadership</td>
<td></td>
</tr>
<tr>
<td>ELPA</td>
<td>860 Organizational Theory and Behavior in Education</td>
<td></td>
</tr>
</tbody>
</table>

Core Knowledge

The department believes that students in educational administration should be familiar with four program areas of knowledge: (1) Organizations and Planning; (2) Program and Instructional Leadership and Management; (3) Politics, Policy and Finance; and (4) Learning and Diversity.

Knowledge in each of these areas is focused on providing a theoretical and empirical research knowledge base to facilitate improvements in teaching and learning in educational organizations. Students should take one course from each program area. Students who have taken similar courses at other institutions and are transferring credits for those courses should take an advanced or related ELPA course in each area identified through consultation with their advisor.

Organizations and Planning (SELECT 1 COURSE)

Knowledge of classic and emerging theoretical approaches to organizations; Understanding and interpreting organizational experience; Decision making; Planning and evaluation; Key relationships between organizations and their environments.

ELPA 860 Organizational Theory and Behavior in Education
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 875</td>
<td>Theory and Practice of Educational Planning</td>
</tr>
<tr>
<td>ELPA 845</td>
<td>School-Level Leadership</td>
</tr>
<tr>
<td>ELPA 847</td>
<td>Instructional Leadership and Teacher Capacity</td>
</tr>
<tr>
<td>ELPA 832</td>
<td>Resource Allocation for Equity and Social Justice</td>
</tr>
<tr>
<td>ELPA 840</td>
<td>Public School Law</td>
</tr>
<tr>
<td>ELPA 846</td>
<td>The School Superintendency</td>
</tr>
<tr>
<td>ELPA 785</td>
<td>Staff Personnel Systems in Education</td>
</tr>
<tr>
<td>ELPA 863</td>
<td>Race, Class and Educational Inequality</td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
<tr>
<td>ELPA 844</td>
<td>Technology and School Leadership</td>
</tr>
<tr>
<td>ELPA 845</td>
<td>School-Level Leadership</td>
</tr>
<tr>
<td>ELPA 726</td>
<td>Data-Based Decision-Making for Educational Leadership</td>
</tr>
<tr>
<td>ELPA 848</td>
<td>Professional Development and Organizational Learning</td>
</tr>
<tr>
<td>ELPA/INTER-HE 770</td>
<td>Community, Opportunity, and Justice</td>
</tr>
<tr>
<td>ELPA 832</td>
<td>Resource Allocation for Equity and Social Justice</td>
</tr>
<tr>
<td>ELPA 840</td>
<td>Public School Law</td>
</tr>
<tr>
<td>ELPA 840</td>
<td>Public School Law</td>
</tr>
<tr>
<td>ELPA/ED POL/ED PSYCH/ RP &amp; SE 842</td>
<td>Legal Foundations of Special Education and Pupil Services</td>
</tr>
<tr>
<td>ELPA 910</td>
<td>Seminar in Educational Law</td>
</tr>
<tr>
<td>ELPA 960</td>
<td>Seminar in Educational Finance</td>
</tr>
<tr>
<td>ELPA 965</td>
<td>Seminar in the Politics of Education</td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
<tr>
<td>ED POL 600</td>
<td>Problems in Educational Policy</td>
</tr>
<tr>
<td>ED POL/ELPA/PUB AFFR 765</td>
<td>Issues in Educational Policy Analysis</td>
</tr>
<tr>
<td>ECON 711</td>
<td>Economic Theory-Microeconomics Sequence</td>
</tr>
<tr>
<td>ECON 712</td>
<td>Economic Theory-Macroeconomics Sequence</td>
</tr>
<tr>
<td>ECON 741</td>
<td>Theory of Public Finance and Fiscal Policy</td>
</tr>
<tr>
<td>ECON 742</td>
<td>Theory of Public Finance and Fiscal Policy</td>
</tr>
<tr>
<td>PUB AFFR 869</td>
<td>Workshop in Public Affairs</td>
</tr>
<tr>
<td>PUB AFFR/ POLI SCI 871</td>
<td>Public Program Evaluation</td>
</tr>
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<td>PUB AFFR/ POLI SCI/ URB R PL 874</td>
<td>Policy-Making Process</td>
</tr>
<tr>
<td>PUB AFFR 974</td>
<td>Topics in Public Affairs</td>
</tr>
<tr>
<td>PUB AFFR 880</td>
<td>Microeconomic Policy Analysis</td>
</tr>
<tr>
<td>PUB AFFR/ A A E/ENVIR ST/ POP HLTH 881</td>
<td>Benefit-Cost Analysis</td>
</tr>
<tr>
<td>PUB AFFR/ POLI SCI/ URB R PL 890</td>
<td>Federal Budget and Tax Policy and Administration</td>
</tr>
<tr>
<td>PUB AFFR 891</td>
<td>State and Local Government Finance</td>
</tr>
</tbody>
</table>

The department believes that students should have depth in at least one of the four program areas: (1) Organizations and Planning; (2) Program and Instructional Leadership and Management; (3) Politics, Policy and Finance; or (4) Learning and Diversity. Therefore, the department requires that students in Educational Leadership & Policy Analysis select 1 of the 4 domains and take at least 3 ADDITIONAL courses in that program area.

If courses from other departments are permitted in one of the depth areas, at least one of the three additional courses must be an ELPA course.

<table>
<thead>
<tr>
<th>Program and Instructional Leadership and Management</th>
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</thead>
<tbody>
<tr>
<td>ELPA 875</td>
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<tr>
<td>ELPA 863</td>
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<td>ELPA 940</td>
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<tr>
<td>ELPA 844</td>
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<td>ELPA 845</td>
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<td>ELPA 846</td>
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<td>ELPA 726</td>
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<tr>
<td>ELPA 848</td>
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<tr>
<td>ELPA/INTER-HE 770</td>
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<tr>
<td>ELPA 832</td>
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<tr>
<td>ELPA 840</td>
</tr>
<tr>
<td>ELPA/ED POL/ED PSYCH/RP &amp; SE 842</td>
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<tr>
<td>ELPA 910</td>
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<td>ELPA 960</td>
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<tr>
<td>ELPA 965</td>
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<tr>
<td>ELPA 940</td>
</tr>
<tr>
<td>ED POL 600</td>
</tr>
<tr>
<td>ED POL/ELPA/PUB AFFR 765</td>
</tr>
<tr>
<td>ECON 711</td>
</tr>
<tr>
<td>ECON 712</td>
</tr>
<tr>
<td>ECON 741</td>
</tr>
<tr>
<td>ECON 742</td>
</tr>
<tr>
<td>PUB AFFR 869</td>
</tr>
<tr>
<td>PUB AFFR/ POLI SCI 871</td>
</tr>
<tr>
<td>PUB AFFR/ POLI SCI/URB R PL 874</td>
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<td>PUB AFFR 974</td>
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<td>PUB AFFR 880</td>
</tr>
<tr>
<td>PUB AFFR/ A A E/ENVIR ST/POP HLTH 881</td>
</tr>
<tr>
<td>PUB AFFR/ POLI SCI/URB R PL 890</td>
</tr>
<tr>
<td>PUB AFFR 891</td>
</tr>
<tr>
<td>Course Code</td>
</tr>
<tr>
<td>-------------</td>
</tr>
<tr>
<td>ELPA/INTER-HE 770</td>
</tr>
</tbody>
</table>

**Learning and Diversity**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 863</td>
<td>Race, Class and Educational Inequality</td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
<tr>
<td>ELPA 703</td>
<td>Evaluating and Supporting Quality Classroom Teaching</td>
</tr>
<tr>
<td>ELPA 735</td>
<td>Leadership for Equity and Diversity</td>
</tr>
<tr>
<td>ELPA 848</td>
<td>Professional Development and Organizational Learning</td>
</tr>
<tr>
<td>CURRIC 662</td>
<td>Elementary School Curriculum</td>
</tr>
<tr>
<td>CURRIC 704</td>
<td>Curriculum Planning</td>
</tr>
</tbody>
</table>

**Electives** 15

Students may take any five courses inside or outside of the Department, to provide depth or breadth to program focus. Students are reminded that their programs must include at least 39 credits taken from ELPA. Note that electives are separate from minor/supporting coursework.

**Minor/Supporting Coursework** 12

The minor is a rational, unified set of courses taken outside of the department which have a clearly articulated theme or focus which allows the student to develop knowledge in a related area of study. Students may either pursue an option A (departmental minor in a SINGLE department outside of Educational Leadership & Policy Analysis) or an option B-distributed (courses in two or more departments outside of Educational Leadership & Policy Analysis) minor. The Option A minor requires a minimum of 9 credits; the Option B, 12 credits. Students interested in an Option A minor should initiate contact and seek approval from the minor department. Students electing the Option A minor must complete an additional 3 credits of coursework outside of the department in order to satisfy the supporting coursework requirement for the department. At least two courses (6 credits) must be completed during or after the semester in which the student is admitted to the Ph.D. program.

**Research Methods and Design** 12

Students must complete a sequence of courses in research methods and design, focusing on either quantitative or qualitative methods. Students choosing to focus on quantitative methods should take two statistical methods courses and one qualitative methods course. Students choosing to focus on qualitative methods should take two qualitative methods courses and one statistical methods course. After the methods requirement has been met, all students should take the research design course (ELPA 825). Substitutions for ELPA 825 are not allowed.

**Quantitative Methods**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA/ED PSYCH 822</td>
<td>Introduction to Quantitative Inquiry in Education</td>
</tr>
<tr>
<td>ELPA 823</td>
<td>Data Management for Education Policy Analysis</td>
</tr>
<tr>
<td>ELPA/ED PSYCH 827</td>
<td>Surveys and Other Quantitative Data Collection Strategies</td>
</tr>
<tr>
<td>ELPA 964</td>
<td>Hierarchical Linear Modeling</td>
</tr>
<tr>
<td>ED PSYCH 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 360</td>
<td>Statistics for Sociologists I</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 361</td>
<td>Statistics for Sociologists II</td>
</tr>
<tr>
<td>STAT 301</td>
<td>Introduction to Statistical Methods</td>
</tr>
<tr>
<td>STAT 302</td>
<td>Accelerated Introduction to Statistical Methods</td>
</tr>
</tbody>
</table>

**Qualitative Methods**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA/COUN PSY/CURRIC/ED POL/ED PSYCH/RP &amp; SE 719</td>
<td>Introduction to Qualitative Research</td>
</tr>
<tr>
<td>ELPA/COUN PSY/CURRIC/ED POL/ED PSYCH/RP &amp; SE 788</td>
<td>Qualitative Research Methods in Education: Field Methods I</td>
</tr>
<tr>
<td>ELPA/COUN PSY/CURRIC/ED POL/ED PSYCH/RP &amp; SE 789</td>
<td>Qualitative Research Methods in Education: Field Methods II</td>
</tr>
<tr>
<td>ELPA 824</td>
<td>Field Research Designs &amp; Methodologies in Educational Administration</td>
</tr>
<tr>
<td>ELPA 940</td>
<td>Special Topics Seminar in Educational Leadership</td>
</tr>
<tr>
<td>ED POL/C&amp;E SOC/SOC 755</td>
<td>Methods of Qualitative Research</td>
</tr>
<tr>
<td>CURRIC 718</td>
<td>Introduction to Narrative Inquiry</td>
</tr>
<tr>
<td>CURRIC 802</td>
<td>Discourse Analysis</td>
</tr>
<tr>
<td>ELPA 825</td>
<td>Advanced Research Methods in Educational Administration</td>
</tr>
</tbody>
</table>

**Research Design**

**Thesis** 9

Students are required to complete a minimum of nine credits of research/thesis and/or independent reading. While nine credits is the minimum required, there is no maximum.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 990</td>
<td>Research or Thesis</td>
</tr>
<tr>
<td>ELPA 999</td>
<td>Independent Reading</td>
</tr>
</tbody>
</table>

**Total Credits** 75

The program includes a practicum experience that requires 150 contact hours for an initial administrator license and an additional 75 hours for each additional administrative license. Practicums are completed under the guidance of department faculty.

Submission and approval of an online portfolio is required for both degree completion and certification. Portfolio requirements are available on the department website.
GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 36 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison special student. If necessary to meet the Graduate School minimum graduate credit requirements for the degree, special student coursework may have to be converted to graduate credits. Once converted, students are assessed the difference in tuition between special and graduate tuition. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements. More information here (https://grad.wisc.edu/acadpolicy/?policy=universityspecialstudentcreditconversion).

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
  • Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  • Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  • Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:
1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-265-2763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.
GRE (Graduate Record Examinations)  | Not required.
---|---
English Proficiency Test  | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements ([https://grad.wisc.edu/apply/requirements/#english-proficiency](https://grad.wisc.edu/apply/requirements/#english-proficiency)).
Other Test(s) (e.g., GMAT, MCAT)  | n/a
Letters of Recommendation Required  | 3

Ph.D. applicants are required to upload the following items to the online application.

1. Essay statement. Each applicant must submit a “Reasons for Study” essay. As you prepare your responses, we invite you to review the information on our website to review the program literature, to talk with our alumni and current students, and to interact with members of the faculty and staff. Ph.D. applicants should address the following in an essay that does not exceed three pages (single or double spaced.)
   • What are your primary career goals and professional gaps you have identified as important for your intellectual and professional advancement over the next 5-10 years?
   • In what ways will these professional gaps be addressed through a doctoral program at UW-Madison?
   • Describe at least one research topic and/or project you plan to work on during your doctoral program.
   • As you will note, we are interested in developing and maintaining a diverse and engaged learning community. Please identify any unique or special contributions you will bring to this community.

A “Strong” essay is characterized by:
   • A clear, through, well-organized essay that expresses ideas in a detailed and engaging manner.
   • Addresses all components of the instructions.
   • Paragraphs signal the divisions of thought and sentences flow with ideas in a logical sequence.
   • No (or very few) noticeable errors in composition.
   • The articulation of clear scholarly interests that are consistent with the department’s mission and that may expand knowledge within the field.

A “Satisfactory” essay is characterized by:
   • A detailed, well-organized essay.
   • Addresses all components of the instructions.
   • Paragraphs signal the major divisions of thought and sequence.
   • Few errors in composition.
   • The articulation of scholarly interests that are consistent with the department’s mission.

A “Weak” essay is characterized by:
   • A well-organized but insufficiently detailed essay.
   • Addresses some, but not all, of the components of the instructions.
   • Paragraphs do not contain main topics.
   • A distracting number of errors in composition or spelling (i.e., more than two or three per page).
   • No articulation of scholarly interests.

2. Unofficial transcripts. Official transcripts will be requested prior to Graduate School admission.
3. Resume or CV.
4. Three letters of recommendation. We require recommendations from three (3) people who are qualified to evaluate the academic and professional competence of the applicants. When completing the online application, submit the names and emails of those requesting recommendation from; recommendations are sent electronically to your application.
5. Supporting document if required. Applicants who earned an undergraduate GPA below 3.00 or a graduate GPA below 3.5 should provide additional explanation/documentation to support their admission. In statement, explain why GPA does not accurately reflect high potential to serve in leadership roles.

English proficiency requirements are required for international applicants. Test scores should be submitted to institution code 1846.

### FUNDING

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### NAMED OPTION REQUIREMENTS

##### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

*Accelerated*: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

*Evening/Weekend*: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the...
advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

| Minimum Credit Requirement | 75 credits |
| Minimum Residence Credit Requirement | 32 credits |
| Minimum Graduate Coursework Requirement | 51 credits out of 75 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide. |
| Overall Graduate GPA Requirement | 3.00 GPA required. |

Other Grade Requirements

The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements

Contact the program for information on any language requirements.

Doctoral Minor/Breadth Requirements

Doctoral students must complete a doctoral minor. See below for more information about the Minor requirement.

REQUIRED COURSES

Final course sequence and instructors to be determined by ELPA chair and Cohort coordinator. Seven terms of coursework totaling 53 credits, plus at least 4 credits of ELPA 990 are required. Ultimately students must take 75 total credits toward the Ph.D., including 6 credits for the minor completed before admission or outside the cohort program. The most recent course sequence follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 810</td>
<td>Doctoral Inquiry in Educational Leadership and Policy Analysis</td>
<td>15</td>
</tr>
<tr>
<td>ELPA 870</td>
<td>The Politics of Education</td>
<td>15</td>
</tr>
<tr>
<td>ELPA/ED PSYCH 822</td>
<td>Introduction to Quantitative Inquiry in Education</td>
<td>15</td>
</tr>
<tr>
<td>ELPA 910</td>
<td>Seminar in Educational Law</td>
<td>15</td>
</tr>
<tr>
<td>ELPA 924</td>
<td>Field Research Designs &amp; Methodologies in Educational Administration</td>
<td>15</td>
</tr>
<tr>
<td>ELPA 975</td>
<td>Theory and Practice of Educational Planning</td>
<td>15</td>
</tr>
<tr>
<td>ELPA 960</td>
<td>Seminar in Educational Finance</td>
<td>15</td>
</tr>
<tr>
<td>ELPA/ RP &amp; SE 835</td>
<td>Leadership for Inclusive Schooling</td>
<td>15</td>
</tr>
<tr>
<td>ELPA 846</td>
<td>The School Superintendent</td>
<td>15</td>
</tr>
<tr>
<td>ELPA 860</td>
<td>Organizational Theory and Behavior in Education</td>
<td>15</td>
</tr>
<tr>
<td>ELPA 911</td>
<td>Authentic Pedagogy and Achievement</td>
<td>15</td>
</tr>
<tr>
<td>ELPA 825</td>
<td>Advanced Research Methods in Educational Administration</td>
<td>15</td>
</tr>
</tbody>
</table>

ELPA 940

Special Topics Seminar in Educational Leadership (Topics: Advanced Quantitative Inquiry in Education or Advanced Qualitative Methods)

ELPA 940

Special Topics Seminar in Educational Leadership (Topic: Urban Education Leadership)

Research or Thesis

| ELPA 990 | Research or Thesis |
| Electives | 15 |

Students may take any five courses inside or outside of the Department, to provide depth or breadth to program focus. Students are reminded that their programs must include at least 39 credits taken from ELPA. Note that electives are separation from minor/supporting coursework.

Minor

12

The minor is a rational, unified set of courses taken outside of the department which have a clearly articulated theme or focus which allows the student to develop knowledge in a related area of study. Students may either pursue an option A (departmental minor in a SINGLE department outside of Educational Leadership & Policy Analysis) or an option B-distributed (courses in two or more departments outside of Educational Leadership & Policy Analysis) minor. The Option A minor requires a minimum of 9 credits; the Option B, 12 credits. Students interested in an Option A minor should initiate contact and approval from the minor department. Students electing the Option A minor must complete an additional 3 credits of course work outside of the department in order to satisfy the supporting coursework requirement for the department. At least two courses (6 credits) must be completed during or after the semester in which the student is admitted to the Ph.D. program.

The program includes a practicum experience that requires 150 contact hours for an initial administrator license and an additional 75 hours for each additional administrative license. Practicums are completed under the guidance of department faculty.
Submission and approval of an online portfolio is required for both degree completion and certification. Portfolio requirements (https://elpa.education.wisc.edu/academics/resources-handbooks-and-forms/) are available on the department website.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 36 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison special student, however, if the Graduate School minimum graduate credit requirement for the degree is not met, special student coursework may need to be converted to graduate course work. Once converted, students are then assessed the difference between special and graduate tuition. The conversion is requested in the last semester of course work. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements. More information here (https://grad.wisc.edu/acadpolicy/?policy=universityspecialstudentcreditconversion).

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

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**OTHER**

Funding is not offered along with offers for admission.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PEOPLE**

Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner; Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Salzman

**EDUCATIONAL LEADERSHIP AND POLICY ANALYSIS, SPECIALIST CERTIFICATE**

The Educational Specialist Certificate Program is most often completed by someone seeking a superintendent license. In Wisconsin, to be eligible for a superintendent license, you must either be in a Ph.D. program and have completed preliminary exams (dissertation proposal) or hold an educational specialist certificate.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>July 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>April 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
</tbody>
</table>
Admission to the department is based, in part, on the following criteria: undergraduate GPA in the last 60 hours of undergraduate work, GPA on 9 or more graduate credits, three letters of recommendation from persons who are qualified to judge the applicant's academic and professional competence, resume, transcripts, and a "reasons for study" essay.

The GRE is not required for admission to the Educational Specialist Certificate program.

The Educational Specialist Certificate is most often completed to earn superintendent certification/licensure.

For information regarding admissions criteria, deadlines and the application process, see Admissions (http://elpa.education.wisc.edu/elpa/admissions/) on the department website.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
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<td>No</td>
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</tr>
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Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>60 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>24 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (30 credits out of 60 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>A practicum experience requiring 150 contact hours for an initial administrator license and an additional 75 hours for each additional administrative license. Practicums are completed under the guidance of department faculty.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Contact the program for information on any language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

The following minimal requirements will satisfy the Educational Specialist Certificate in Educational Leadership & Policy Analysis.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Category I</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 702</td>
<td>Introduction to Educational Leadership</td>
<td>Category I</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 832</td>
<td>Resource Allocation for Equity and Social Justice</td>
<td>Category II</td>
<td>15</td>
</tr>
<tr>
<td>ELPA 846</td>
<td>The School Superintendency</td>
<td>Category II</td>
<td></td>
</tr>
<tr>
<td>ELPA 860</td>
<td>Organizational Theory and Behavior in Education</td>
<td>Category II</td>
<td></td>
</tr>
<tr>
<td>ELPA 870</td>
<td>The Politics of Education</td>
<td>Category II</td>
<td></td>
</tr>
<tr>
<td>ELPA 875</td>
<td>Theory and Practice of Educational Planning</td>
<td>Category III</td>
<td>30</td>
</tr>
</tbody>
</table>
At least ten (10) additional courses including at least thirty (30) graduate credits selected from any courses in Educational Leadership & Policy Analysis. (A maximum of three (3) graduate credits of ELPA 990 or ELPA 999 may be included in the 30 credits.) Students seeking Superintendent Certification need to incorporate required coursework into Category III. In addition to Category II course work, Superintendent Certification requires:

ELPA 890  Applied Research in Educational Administration

Research Methods and Statistics Courses 6
At least two (2) courses including six (6) graduate credits of research courses distributed as follows:

1. An introductory statistics course which includes descriptive statistics, central tendency, probability, inference, and variance.
2. The research requirement for the Educational Specialist Certificate shall be satisfied by completing ELPA 824.

Supporting Courses 6
At least two (2) courses including six (6) graduate credits of supporting coursework in teaching and learning (typically one course in curriculum and instruction and one additional course). Additional courses in teaching and learning are recommended.

Total Credits 60

Program Approval
The Education Specialist Certificate Program plan (as well as any subsequent amendments and changes) must be submitted and approved by the department as soon as is practicable following admission to the program.

Specialist Paper
The department has established the following criteria as guidelines for the specialist paper:

• The specialist paper should be derived from a current, practical problem which is researchable and limited in scope.
• The specialist paper should have the approval, cooperation, or collaboration of the governing board or administration of an educational institution when appropriate.
• The specialist paper should utilize applied, market, or policy research.
• The design and methodology for the specialist paper will be developed by the student and major professor and reviewed and approved by a three-person faculty committee which will also conduct the oral examination on the completed specialist paper.

POLICIES

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professor Jerlando Jackson (chair); Professors Conrad, Diamond, Halverson, Kelley, Mead, Miller, Underwood, Wang, Welton, Winkle-Wagner; Associate Professor Hillman; Assistant Professors Burt, Goff, McQuillan; Clinical Professors Crim, Sramek, Salzman

SPORTS LEADERSHIP, M.S.
The Master of Science degree in Sports Leadership (MSL) in the Department of Educational Leadership and Policy Analysis (ELPA) draws from the UW-Madison's world-leading academic and athletic resources to prepare dynamic sports leaders. MSL students study in areas including athletic administration, coaching, justice in sport, legal and financial issues, and sports psychology. Graduates will be prepared for impactful leadership positions across diverse sports settings spanning K-12 and youth programs, colleges and universities, and professional teams. The MSL is an online degree program, accommodating students with busy lives throughout Wisconsin and beyond. The program is comprised of 30 credits. It exposes students to top professors, innovative sports leaders, and highest-level sports experiences at UW-Madison.

ADMISSIONS
Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/ of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tr>
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<td>Spring Deadline</td>
<td>December 1</td>
</tr>
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<td>Summer Deadline</td>
<td>April 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
</tbody>
</table>
Applications to the MS in Sports Leadership program will be accepted on a rolling basis.

Applicants must submit the following:

1. Essay statement (not to exceed two pages).
2. Official transcripts of prior undergraduate and graduate course completion.
3. Resume or CV.
4. Supporting document if the undergraduate GPA is below 3.00. The statement will include: an explanation regarding why the applicant's GPA does not accurately reflect potential, documentation of high potential for leadership, and a description of relevant experiences that affect abilities to serve in leadership roles.

## FUNDING

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

## REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

### MAJOR REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

**CURRICULAR REQUIREMENTS**

<table>
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<th>Detail</th>
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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>27 credits out of 30 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>

**Overall Graduate GPA Requirement**

3.00 GPA required.

**Other Grade Requirements**

The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

**Assessments and Examinations**

None.

**Language Requirements**

None.

### REQUIRED COURSES

The Master of Science in Sports Leadership is a 30-credit master’s degree in the department of Educational Leadership and Policy Analysis (ELPA). With program approval, students may take other courses not listed below as electives.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELPA 700</td>
<td>Field Experience in Educational Leadership</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 710</td>
<td>Introduction to Intercollegiate Athletics Administration</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 750</td>
<td>Coaching Athletics 1: Everyday Practices of Top Leaders</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 751</td>
<td>Leadership and Justice in Sports</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 752</td>
<td>Coach as Teacher: Mastering Instructional Practice On and Off the Field</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 753</td>
<td>Psychology and Coaching in Sports</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 754</td>
<td>Running a Championship System: The Badger Sports Leadership Road Course</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 755</td>
<td>Coaching Athletics 2: A Bell Cow Way</td>
<td>3</td>
</tr>
<tr>
<td>ELPA 777</td>
<td>Higher and Post-Secondary Education Capstone Seminar</td>
<td>3</td>
</tr>
</tbody>
</table>
Electives - Choose one 3 credit course 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 325</td>
<td>Group Development and Behavior Management</td>
</tr>
<tr>
<td>KINES 527</td>
<td>Principles of Strength and Conditioning</td>
</tr>
<tr>
<td>KINES 555</td>
<td>Sports Science &amp; Athlete Monitoring</td>
</tr>
</tbody>
</table>

Total Credits 30

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work for Other Institutions

No more than nine credits of previous graduate coursework may be counted toward the degree. These credits require program director approval.

UW-Madison Undergraduate

No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.

UW-Madison University Special

With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW-Madison special student. If necessary to meet the Graduate School minimum graduate credit requirements for the degree, special student coursework may need to be converted to graduate credits. Once converted, students are assessed the difference in tuition between special and graduate tuition. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR/COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

The program director advises students in the MSL program.

CREDITS PER TERM ALLOWED

12 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the
complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwc.complianceoffice@wisc.edu.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulate, critique, or elaborate the theories, research methods, and approaches to scholarly inquiry or practice in educational settings.
2. Identify sources and assemble evidence pertaining to questions or challenges in the field of sports leadership.
3. Demonstrate understanding of sports leadership in a historical, social, or global context.
4. Identify and address social inequalities in educational opportunities and outcomes in sports leadership.
5. Select and/or utilize the most appropriate methodologies and practices.
6. Evaluate or synthesize information pertaining to questions or challenges in the field of sports leadership.
7. Communicate clearly in ways appropriate to the field of sports leadership.

PEOPLE

Professor Jerlando Jackson, ELPA department chair
Professor Peter Miller, MSL faculty director
Shari Smith, ELPA Graduate Program Manager/Academic Advisor

EDUCATIONAL POLICY STUDIES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Educational Policy Studies, Doctoral Minor (p. 574)
- Educational Policy Studies, M.A. (p. 574)
- Educational Policy Studies, Ph.D. (p. 577)

PEOPLE

Faculty: Professors Bartlett (chair), Kendall, Lee, Nelson, Reese; Associate Professors Baldridge, Claessens, Posey-Maddox, Turner; Assistant Professors Liu, Rodriguez-Gomez, Stem.

OTHER

Students in the MS in Sports Leadership program are not permitted to hold assistantships with tuition remission.
EDUCATIONAL POLICY STUDIES, DOCTORAL MINOR

REQUIREMENTS

For doctoral students in other departments, the Graduate School's requirement for a doctoral minor may be met by taking courses in educational policy studies. The following policies apply:

- The minor in educational policy studies shall consist of a minimum of 12 credits of work taken in the department.
- The specific courses should be approved by a minor advisor on the faculty of the Department of Educational Policy Studies not later than halfway through the minor, and at that point a Minor Agreement form signed by the advisor must be filed with the department.
- No more than 1 credit of Independent Reading or Research may be approved by the minor advisor as part of the minor. Permission to include more than 1 credit of independent work may be granted only by a vote of the department.
- The minor professor may approve by transfer up to 6 credits of coursework taken in educational policy studies or educational foundations courses at other institutions; further transfer credits may be granted only by a vote of the department.

PEOPLE

Faculty: Professors Bartlett (chair), Kendall, Lee, Nelson, Reese; Associate Professors Baldridge, Claessens, Posey-Maddox, Turner; Assistant Professors Liu, Rodriguez-Gomez, Stem.

EDUCATIONAL POLICY STUDIES, M.A.

The Department of Educational Policy Studies offers both master of arts and doctor of philosophy degrees. Students who enroll with only a bachelor's degree and intend to pursue the Ph.D. degree are required to take the M.A. on the way to the Ph.D. Applicants already holding a master's degree will be admitted either into the EPS master's program or into the Ph.D. program, depending upon the recommendation of the admissions committee. Students for both the M.A. and Ph.D. degrees are expected to develop both depth and breadth in their studies.

The Department of Educational Policy Studies (EPS) offers an interdisciplinary program leading to both the M.A. and Ph.D. degrees. The department is dedicated to the study of educational policy in its various manifestations and to the study of traditionally defined fields such as history of education, philosophy of education, comparative and international education, and sociology and anthropology of education. The number of budgeted faculty in the department is 11. Twelve to 18 students enter the department each year. The department includes faculty with interests in education beyond the United States and has formed ties with institutions and scholars in other countries. Several faculty from the departments of Curriculum and Instruction, Geography, Sociology, and Philosophy hold joint appointments in EPS, and several EPS faculty members hold appointments in other departments (History, Sociology, and Anthropology) and in programs in African studies, Development Studies, Global Health Institute, and women's studies.

Graduates of the department pursue a variety of academic, government, and private sector careers. They may be found across the United States in departments of educational policy studies and educational foundations, and other departments within schools of education; in organizations dedicated to educational research; in government and foundation work; and, in many other countries, in both higher education and ministries of education.

Beyond the department, other faculty at the University of Wisconsin–Madison study educational policy. They may be found, for example, in the Department of Educational Leadership and Policy Analysis, in the Robert M. La Follette School of Public Affairs, and in the Wisconsin Center For Education Research (WCER). Over the years, WCER projects have provided valuable research and employment opportunities to EPS students.

The department's graduate students are diverse. They come with a wide range of backgrounds in education and in the liberal arts. They vary in age, ethnicity, and social background, as well as prior practical and educational experience. Students thus provide a resource for one another's scholarly development. Some ED POL courses are cross-listed in the College of Letters & Science; others are cross-listed with other departments in the School of Education. They consequently attract students who approach material with a broad range of intellectual perspectives and complementary knowledge.

Despite the variety structured into the program, the multidisciplinary backgrounds of faculty, and the diversity of students, the small size of the department often leads to closer ties between students and faculty than are possible in most larger departments. Doctoral students generally come to know several faculty well and have an opportunity to work closely together.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tbody>
</table>
Students may enter the department once a year, in fall. The deadline for applying is December 1, with applicants notified by letter before March 1. All applicants must apply online. Accepted students must respond in writing by April 15. The application is judged on the basis of previous academic record, other experience, 3 letters of recommendation, personal statement, vitae, and writing sample.

The admissions process in the department is the responsibility of the Admissions Committee. The committee will direct applications from qualified candidates to a faculty member in the department whose interests are similar to the applicant’s. A temporary advisor must be willing to accept temporary responsibility for the student’s graduate program. If no temporary advisor can be found, the candidate cannot be admitted to graduate study. If a faculty member agrees to serve as temporary advisor and the applicant is judged qualified for admission, the student is notified that the department will recommend admission to the Graduate School. Formal notification of admission comes from the Graduate School.

All applications must include a substantial sample of academic writing. For applicants already having an approved master’s thesis, the thesis must be submitted. For students holding an M.A. that did not require a thesis, and for applicants currently pursuing an M.A., a paper from a graduate-level course or seminar may be submitted. For students holding a B.A., the writing sample might include sections from an undergraduate thesis or seminar paper, or a course paper. Applicants who wish to submit an alternative writing sample (for example, solely authored published article, solely authored research report or section of a research report) should check first with the chair of the Admissions Committee.

For students who are admitted, the Admissions Committee will, in consultation with an applicant’s prospective advisor, recommend admission to either the EPS masters program or the EPS doctoral program. See department website for application requirements.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The department offers teaching assistantships. In addition, students in educational policy studies are frequently successful in competing for assistantships on professors’ research grants through the Wisconsin Center for Education Research and other research organizations on campus, as well as for administrative assistantships and for teaching assistantships in related departments. University assistantships of at least one-third time routinely provide tuition remission (except for segregated fees), medical insurance, and a stipend. Each semester (and summer) the department posts positions teaching undergraduate and graduate classes. Positions for teaching assistants are also posted each semester and occasionally for summer.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

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<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
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</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

<table>
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<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>18 of the 30 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>
Assessments and Examinations
Contact the program for information on required assessments and examinations.

Language
Contact the program for information on any language requirements.

REQUIRED COURSES
All candidates for the master of arts degree must take the introductory colloquium, ED POL 701 Introduction to Educational Policy Studies, during their initial semester, or for those entering the program in the spring semester, the following fall. Students intending to complete only the M.A. degree plan a program defined by a minimum of 30 graduate-level credits. In addition to ED POL 701, M.A. students must take at least 18 further credits in the Department of Educational Policy Studies (exclusive of Independent Reading and Research and Thesis). Students may count no more than 3 credits of ED POL 990 Research or Thesis and no more than 3 credits of ED POL 999 Independent Reading in fulfilling the requirements for the minimum 30-credit master’s degree. Entering master’s students who are or may be interested in pursuing the doctoral degree in EPS should plan their master’s program in accordance with the Ph.D. concentration requirements described here (p. 579).

MAJOR-SPECIFIC POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

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A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to
receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

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4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

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Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Understand the social, cultural, and/or historical contexts surrounding formal and/or informal education in the U.S. and/or in a global context.
2. Interpret educational policy in a national and/or global context.
3. Understand educational inequality related to race, class, gender and/or other dimensions.
4. Recognize and apply principles of ethical research.

PEOPLE

Faculty: Professors Bartlett (chair), Kendall, Lee, Nelson, Reese; Associate Professors Baldridge, Claessens, Posey-Maddox, Turner; Assistant Professors Liu, Rodriguez-Gomez, Stern.

EDUCATIONAL POLICY STUDIES, PH.D.

The Department of Educational Policy Studies offers both master of arts and doctor of philosophy degrees. Students who enroll with only a bachelor’s degree and intend to pursue the Ph.D. degree are required to take the M.A. on the way to the Ph.D. Applicants already holding a master’s degree will be admitted either into the EPS master’s program or into the Ph.D. program, depending upon the recommendation of the admissions committee. Students for both the M.A. and Ph.D. degrees are expected to develop both depth and breadth in their studies.

The Department of Educational Policy Studies (EPS) offers an interdisciplinary program leading to both the M.A. and Ph.D. degrees. The department is dedicated to the study of educational policy in its various manifestations and to the study of traditionally defined fields
such as history of education, philosophy of education, comparative and international education, and sociology and anthropology of education. The number of budgeted faculty in the department is 11. Twelve to 18 students enter the department each year. The department includes faculty with interests in education beyond the United States and has formed ties with institutions and scholars in other countries. Several faculty from the departments of Curriculum and Instruction, Geography, Sociology, and Philosophy hold joint appointments in EPS, and several EPS faculty members hold appointments in other departments (History, Sociology, and Anthropology) and in programs in African studies, Development Studies, Global Health Institute, and women's studies.

Graduates of the department pursue a variety of academic, government, and private sector careers. They may be found across the United States in departments of educational policy studies and educational foundations, and other departments within schools of education; in organizations dedicated to educational research; in government and foundation work; and, in many other countries, in both higher education and ministries of education.

Beyond the department, other faculty at the University of Wisconsin—Madison study educational policy. They may be found, for example, in the Department of Educational Leadership and Policy Analysis, in the Robert M. La Follette School of Public Affairs, and in the Wisconsin Center For Education Research (WCER). Over the years, WCER projects have provided valuable research and employment opportunities to EPS students.

The department's graduate students are diverse. They come with a wide range of backgrounds in education and in the liberal arts. They vary in age, ethnicity, and social background, as well as prior practical and educational experience. Students thus provide a resource for one another's scholarly development. Some ED POL courses are cross-listed in the College of Letters & Science; others are cross-listed with other departments in the School of Education. They consequently attract students who approach material with a broad range of intellectual perspectives and complementary knowledge.

Despite the variety structured into the program, the multidisciplinary backgrounds of faculty, and the diversity of students, the small size of the department often leads to closer ties between students and faculty than are possible in most larger departments. Doctoral students generally come to know several faculty well and have an opportunity to work closely together.

The cornerstone of the department's doctoral program is the concentration. The department offers concentrations in social sciences and education, history of education, and comparative international education and global studies. Concentrations are intended to embody the content knowledge and learning experiences that students need to achieve necessary levels of proficiency within a field of study. While these levels of proficiency are acquired largely through course work and other traditional academic activities, in appropriate fields they may also be based in work experiences, internships, independent studies, and similar activities.

**CONCENTRATION IN SOCIAL SCIENCES AND EDUCATION**

Students in the Social Sciences and Education (SSE) concentration apply disciplinary perspectives, theories and methodologies to the study of issues in educational policy. Faculty members in this concentration utilize sociological, anthropological, political, and economic perspectives. SSE members aim to inform public discourse and educational policy and practice.

EPS students choosing to concentrate in Social Sciences and Education will develop a program of study that combines deep exploration of a particular educational problem, theoretical perspective, methodology, or disciplinary approach with broad grounding in social foundations of education and in key substantive fields relevant to educational policy and/or practice. Programs of study will be individually designed (with the support and approval of an EPS advisor) to reflect students' prior knowledge, skills and experience as well as their current educational goals. Students in this concentration are required to become well-versed in methodological approaches common to social science research, and specifically are required to take a methodology course and two research methods courses. Students within the concentration have the option to declare an "emphasis" in sociology, anthropology, or policy. In order to do so, at least two of their preliminary examination questions must be focused on the intended academic area of "emphasis."

Students who successfully complete this concentration should be well-prepared for careers as researchers, policy analysts, and advocates in academic, governmental, or non-governmental settings.

**CONCENTRATION IN COMPARATIVE INTERNATIONAL EDUCATION AND GLOBAL STUDIES**

Study in comparative international education prepares researchers, teachers, and planners who are interested in education across nations and cultures. Various modes of inquiry and the intellectual orientations of several disciplines are used to investigate, from a comparative and/ or cross-cultural perspective, the following aspects of education in one or more geographical regions of the world: educational change and modernization, the interaction between education and development (social, political, economic), the politics of educational reform, educational planning and institution building, and the interrelationships of particular aspects of schools, societies, and cultures.

**CONCENTRATION IN HISTORY AND HUMANITIES**

The study of history helps us understand past educational policies and practices in the context of their time. It also often provides a unique perspective on modern developments. Students in the history of education usually study subjects from interdisciplinary angles, adapting theories and interpretive points of view from the humanities as well as the social sciences in their understanding of the past. In addition, great emphasis is placed in the program on the mastery of core knowledge in the field, the honing of analytical tools, and the improvement of writing skills, all of which are useful in a variety of academic and other settings. Students who choose a concentration in the history of education may specialize in the history of American education, African American education, the history of European education, comparative history of education, or any combination of these approved by the student's advisory committee.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).
Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

### Requirements

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Students may enter the department once a year, in fall. The deadline for applying is December 1, with applicants notified by letter before March 1. All applicants must apply online. Accepted students must respond in writing by April 15. The application is judged on the basis of previous academic record, other experience, 3 letters of recommendation, personal statement, vitae, and writing sample. Students may enter the department once a year, in fall.

The admissions process in the department is the responsibility of the Admissions Committee. The committee will direct applications from qualified candidates to a faculty member in the department whose interests are similar to the applicant’s. A temporary advisor must be willing to accept temporary responsibility for the student’s graduate program. If no temporary advisor can be found, the candidate cannot be admitted to graduate study. If a faculty member agrees to serve as temporary advisor and the applicant is judged qualified for admission, the student is notified that the department will recommend admission to the Graduate School. Formal notification of admission comes from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

The department offers teaching assistantships each semester. In addition, students in educational policy studies are very successful in competing for assistantships on professors’ research grants through the Wisconsin Center for Education Research and other research organizations on campus, as well as for administrative assistantships and for teaching assistantships in related departments. University assistantships of at least one-third time routinely provide tuition remission (except for segregated fees), medical insurance, and a stipend. Each semester (and summer) the department posts positions teaching both undergraduate and graduate classes. Positions for teaching assistants are also posted each semester and occasionally for summer.

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### MAJOR REQUIREMENTS

### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement

30 of the 51 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements

Major professors have responsibility to determine whether students need to develop and demonstrate skill in one or more foreign languages for the program they plan. Dissertation work involving study of a setting where another language is spoken ordinarily requires such skill. The specific language required, if any, and the level of competence to be attained shall be determined by the student's major professor.

Whenever feasible, language examinations will be administered by the appropriate language department. Language requirements, if specified, must be met before the Preliminary Examination is taken.

Doctoral Minor/ Breadth Requirements

All doctoral students must complete a doctoral minor.

REQUIRED COURSES

In addition to the entering colloquium, ED POL 701 Introduction to Educational Policy Studies, the plan of study must include a concentration as well as appropriate breadth.

Concentrations: All EPS doctoral students, in consultation with their advisor and their advising committee, must develop a concentration which will consist of a minimum of 18 credits, of which a minimum of 12 credits must be taken within ED POL. No more than 3 Independent Study credits can be counted toward fulfilling the overall 18 credit minimum requirement, but Independent Study credits cannot replace and cannot be counted toward fulfilling the minimum 12 ED POL course credits. The required ED POL 701 course cannot be counted toward the concentration.

We anticipate that EPS students will often take courses outside of the department, in part, to fulfill, their concentration requirements. In all cases, actual course-taking specifics, and decisions with regard to fulfilling concentration requirements will be made in consultation between the student and the advisor. Courses cannot be counted twice. See below for examples of courses in Educational Policy Studies in three of the concentrations.

Breadth Requirement: All doctoral students, in consultation with their advisor and their advising committee, will develop a breadth requirement which will consist of a minimum of 12 ED POL course credits. These 12 credits must be taken in domains other than the one in which the concentration is primarily identified. Course credits used to fulfill this breadth requirement cannot also be used to fulfill concentration requirements. Neither Independent Study credits nor the required ED POL 701 course may be counted toward the breadth requirement.

External Minor: All doctoral students must fulfill an external minor. Minimum course-taking requirements to fulfill the external minor are established by the external department.

As indicated above all candidates for the Ph.D., including those who began as M.A. candidates in the department, must take a minimum of 30 credits in the Department of Educational Policy Studies, including the required ED POL 701, and including no more than 3 credits of ED POL 999 Independent Reading. No ED POL 990 Research or Thesis credits may be used to fulfill this requirement.

Example Concentration Coursework

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED POL/412</td>
<td>History of American Education</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/478</td>
<td>Comparative History of Childhood and Adolescence</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/CURRIC/516</td>
<td>Religion and Public Education</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/PHILOS/545</td>
<td>Philosophical Conceptions of Teaching and Learning</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/PHILOS/550</td>
<td>Philosophy of Moral Education</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/AFROAMER/567</td>
<td>History of African American Education</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/HISTORY/665</td>
<td>History of the Federal Role in American Education</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/HISTORY/622</td>
<td>History of Radical and Experimental Education in the US and UK</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/HISTORY/713</td>
<td>History of Higher Education in Europe and America</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/870</td>
<td>Theories of Social and Educational Change</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/HISTORY/903</td>
<td>History of Education of Multicultural America</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/HISTORY/906</td>
<td>Proseminar on the History of Education</td>
<td>1-3</td>
</tr>
<tr>
<td>ED POL/HISTORY/907</td>
<td>Seminar-History of Education</td>
<td>1-3</td>
</tr>
</tbody>
</table>

Courses in Social Sciences and Education

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED POL/460</td>
<td>Immigration, Education, and Equity</td>
<td>3</td>
</tr>
<tr>
<td>ED POL/500</td>
<td>Topics on Social Issues and Education</td>
<td>3</td>
</tr>
</tbody>
</table>
GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

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Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be require to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

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2. Interpret and critique educational policy in a national and/or global context.
3. Understand and analyze educational inequality related to race, class, gender and/or other dimensions.
4. Apply professional principles of ethical research.

PEOPLE

Faculty: Professors Bartlett (chair), Kendall, Lee, Nelson, Reese; Associate Professors Baldridge, Claessens, Posey-Maddox, Turner; Assistant Professors Liu, Rodriguez-Gomez, Stern.

EDUCATIONAL PSYCHOLOGY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Educational Psychology, Doctoral Minor (p. 583)
- Educational Psychology, M.S. (p. 584)
- Educational Psychology, Ph.D. (p. 601)
- Prevention and Intervention Science, Doctoral Minor (p. 608)
- Prevention and Intervention Science, Graduate/Professional Certificate (p. 609)
- School Psychology, EdS (p. 611)

Requirements

At least 10 credits in educational psychology courses are required. All courses must be at the 500 level or above. A grade of B or better in each course is required.

ADMISSIONS

- Meet with an Educational Psychology faculty member to learn your options and plan a set of courses. Students must have an Educational Psychology faculty member serve as their Graduate Minor Advisor. If the minor course work focuses on one of the Department's program areas, the advisor should be selected from among faculty members in that program area.
- Complete the Graduate Minor Request form, obtain your minor advisor's signature and file it with Ed Psych's Grad Student Services Coordinator, Room 852D Ed Sciences. The department will inform you when your graduate minor program has been approved.
- Graduate minor programs should be approved before students complete more than 2 courses that they intend to include in the program.
- Need to make an adjustment in your course plan? Contact your minor advisor to discuss any changes. Modify your form to indicate the new plan and send the update to the graduate student services coordinator.
- To obtain minor completion verification, stop by Room 852D with your prelim warrant and a copy of your transcript showing completion of grad minor courses. With this information you can obtain Ed Psych's department chair signature. Once this is completed, your department will obtain other needed signatures and file this form with the Graduate School.

A Doctoral Minor in Educational Psychology will enhance your resume or vitae and expand the positions for which you are qualified after completing your graduate program.

- Flexibility in course work. The minor can be individually tailored to your specific interests in educational psychology. From incorporating technology in classroom learning to the neuroscientific basis of education to the design of effective tests and research measures, you can select courses that build specific areas of expertise.

PEOPLE

Faculty

Professors: Asmus, Bellmore, Bolt, Brown, Enright, Kaplan, Kim, Nathan, Puntambekar, Quintana, Shaffer, Wollack (chair)
Associate Professors: Albers, Eklund, Garbcz, Hubbard, Kilgus, Matthews, Pustejovsky, Rau, Vlach
Assistant Professors: Klingbeil, Short
Clinical Associate Professor: Kelly
Clinical Assistant Professor: Hagermoser-Bayley

EDUCATIONAL PSYCHOLOGY, DOCTORAL MINOR

A Doctoral Minor in Educational Psychology could enhance your graduate training in several ways:

- Add to your credentials. Adding a Doctoral Minor in Educational Psychology will enhance your resume or vitae and expand the positions for which you are qualified after completing your graduate program.
- Flexibility in course work. The minor can be individually tailored to your specific interests in educational psychology. From incorporating technology in classroom learning to the neuroscientific basis of education to the design of effective tests and research measures, you can select courses that build specific areas of expertise.

ADMISSIONS

- Meet with an Educational Psychology faculty member to learn your options and plan a set of courses. Students must have an Educational Psychology faculty member serve as their Graduate Minor Advisor. If the minor course work focuses on one of the Department's program areas, the advisor should be selected from among faculty members in that program area.
- Complete the Graduate Minor Request form, obtain your minor advisor's signature and file it with Ed Psych's Grad Student Services Coordinator, Room 852D Ed Sciences. The department will inform you when your graduate minor program has been approved.
- Graduate minor programs should be approved before students complete more than 2 courses that they intend to include in the program.
- Need to make an adjustment in your course plan? Contact your minor advisor to discuss any changes. Modify your form to indicate the new plan and send the update to the graduate student services coordinator.
- To obtain minor completion verification, stop by Room 852D with your prelim warrant and a copy of your transcript showing completion of grad minor courses. With this information you can obtain Ed Psych's department chair signature. Once this is completed, your department will obtain other needed signatures and file this form with the Graduate School.

Requirements

At least 10 credits in educational psychology courses are required. All courses must be at the 500 level or above. A grade of B or better in each course is required.

PEOPLE

Faculty

Professors: Asmus, Bellmore, Bolt, Brown, Enright, Kaplan, Kim, Nathan, Puntambekar, Quintana, Shaffer, Wollack (chair)
Associate Professors: Albers, Eklund, Garbcz, Hubbard, Kilgus, Matthews, Pustejovsky, Rau, Vlach
Assistant Professors: Klingbeil, Short
Clinical Associate Professor: Kelly
Clinical Assistant Professor: Hagermoser-Bayley
EDUCATIONAL PSYCHOLOGY, M.S.

M.S. IN EDUCATIONAL PSYCHOLOGY NAMED OPTIONS

RESEARCH
The M.S. named option in Research (p. 595) is the traditional master's program. The Department of Educational Psychology offers the master of science and doctor of philosophy degrees in educational psychology. The programs for the M.S. and Ph.D. in educational psychology provide comprehensive knowledge of the field and intensive specialization in one of four areas of study and research: human development, learning sciences, quantitative methods, and school psychology.

The department provides for training in research. Many faculty members in the department conduct controlled research studies with human participants; schools and other agencies in the Madison area cooperate in facilitating such research projects. Principal research facilities include the School of Education’s Wisconsin Center for Education Research, and the multidisciplinary Waisman Center.

PROFESSIONAL EDUCATOR (MSPE)
The MS Educational Psychology: Professional Educators (MSPE) (https://guide.wisc.edu/graduate/educational-psychology/educational-psychology-professional-educator-mspe-ms/) is a program designed for practicing educators who wish to study at a distance. Your courses are 100% online, so you can conveniently earn your degree from anywhere in the world. Plus, at UW–Madison, you do not have to sacrifice quality for convenience. The same professors that teach our face-to-face programs teach your online courses, and occasional video conferencing keeps you and your instructor connected and engaged in the discussion of coursework and current educational issues. Our curriculum builds depth and breadth in your knowledge and skills, and includes a series of courses which will earn you an instructional coaching certificate in addition to your master’s.

LEARNING ANALYTICS, MS
The 24-month online Educational Psychology MS-Learning Analytics (https://guide.wisc.edu/graduate/educational-psychology/educational-psychology-ms/educationalscience-learning-analytics-ms/) program empowers graduates to impact teaching, learning, and policy by breaking down ‘big data’ into dynamic analyses that will help guide decisions and improvements in education. A focus on both quantitative and qualitative courses provides balance and trains students to think critically about educational data science, make calculated analyses, and have meaningful conversations. Students will learn the theoretical perspectives on learning, cognition, and ethical decision-making, as well as practice applying and adapting analytic methodologies and tools, and communicating analysis results with stakeholders.

EDUCATIONAL SPECIALIST IN SCHOOL PSYCHOLOGY
The M.S. named option in Educational Specialist in School Psychology (p. 585) will prepare master of science graduate students to become practitioners in the field of school psychology, enabling them to help children and adolescents succeed academically, socially, behaviorally, and emotionally within educational settings.
LEARNING OUTCOMES

1. Acquire a strong foundation in current and past theories, research findings, and methodologies in their program area.
2. Become acquainted with the implications of human diversity (in terms of individual abilities and orientations and sociocultural backgrounds) for research and practice in their chosen field of study.
3. Learn the fundamentals of research design, data collection, and data analysis through participating in ongoing research or conducting their own research project(s).
4. Identify key features of high-quality research or program implementation/evaluation in their chosen field.
5. Develop writing and oral skills needed to effectively communicate results of scientific research to academic, professional/practitioner, and lay audiences.
6. Learn how to conduct research or program implementation/evaluation in accordance with ethical standards established in their field of inquiry.

PEOPLE

Faculty

Professors: Asmus, Bellmore, Bolt, Brown, Enright, Kaplan, Kim, Nathan, Puntambekar, Quintana, Shaffer, Wollack (chair)
Associate Professors: Albers, Eklund, Garbacz, Hubbard, Kilgus, Matthews, Pustejovsky, Rau, Vlach
Assistant Professors: Klingbeil, Short
Clinical Associate Professor: Kelly
Clinical Assistant Professor: Hagermoser-Bayley

EDUCATIONAL PSYCHOLOGY: EDUCATIONAL SPECIALIST IN SCHOOL PSYCHOLOGY, M.S.

This is a named option in the Educational Psychology M.S. (p. 584)

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
</tbody>
</table>

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
GRE (Graduate Record Examinations) Required.

English Proficiency Test
Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required

Admission's criteria for the MS Educational Specialist in School Psychology Named Option include:

1. A bachelor’s degree from a regionally accredited U.S. institution or a comparable degree from an international institution is required. International applicants must have a degree comparable to a regionally-accredited U.S. bachelor’s degree.

2. A minimum undergraduate grade-point average (GPA) of 3.00 on the equivalent of the last 60 semester hours (approximately two years of work) or a master’s degree with a minimum cumulative GPA of 3.00 is required. Applicants from an international institution must demonstrate strong academic achievement comparable to a 3.00 for an undergraduate or master’s degree.

3. Every applicant whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score.

4. Reasons for graduate study/statement of purpose.

5. Curriculum vitae or resume.

6. GRE scores from within the previous 5 years.

7. Transcripts from previous institutions.

8. Letters of Recommendation

FUNDING
GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS
MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>74 credits</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum Residence Credit</td>
<td>58 credits</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>74 credits</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
</tbody>
</table>

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

No formal examinations are required. However, students complete an in-depth case analysis as a culminating project.
Language Requirements
No language requirements.

REQUIRED COURSES

Progress towards graduation sequence:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Year 1</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Fall Semester</strong></td>
<td>15</td>
</tr>
<tr>
<td></td>
<td><strong>Spring Semester</strong></td>
<td>13</td>
</tr>
<tr>
<td></td>
<td><strong>Year 2</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Fall Semester</strong></td>
<td>12</td>
</tr>
<tr>
<td></td>
<td><strong>Spring Semester</strong></td>
<td>15</td>
</tr>
<tr>
<td></td>
<td><strong>Year 3</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Fall Semester</strong></td>
<td>8</td>
</tr>
<tr>
<td></td>
<td><strong>Spring Semester</strong></td>
<td>8</td>
</tr>
<tr>
<td></td>
<td><strong>Summer Semester</strong></td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total Credits</strong></td>
<td>74</td>
</tr>
</tbody>
</table>

- All students will need to complete a portfolio that will serve as the culminating project. This project will need to be approved by all program faculty and clinical staff.
- All students are required to successfully complete the Year 3 internship.
- All program courses must be completed.
- No deviation from the required courses is allowed. Electives are not permissible.
- There are six faculty advisors for this named option. Additionally, there is one clinical faculty member and one Associate Faculty member.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
No credits from other institutions are allowed to count toward the degree as indicated in the Requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
No credits taken as a UW–Madison University Special student are allowed to count toward the degree.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.
An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting ([https://doso.students.wisc.edu/bias-or-hate-reporting/](https://doso.students.wisc.edu/bias-or-hate-reporting/))
- Graduate Assistantship Policies and Procedures ([https://hr.wisc.edu/policies/gapp/#grievance-procedure](https://hr.wisc.edu/policies/gapp/#grievance-procedure))
- Hostile and Intimidating Behavior Policies and Procedures ([https://hr.wisc.edu/hib/](https://hr.wisc.edu/hib/))
- Office of the Provost for Faculty and Staff Affairs ([https://facstaff.provost.wisc.edu/](https://facstaff.provost.wisc.edu/))
- Dean of Students Office ([https://doso.students.wisc.edu/](https://doso.students.wisc.edu/)) (for all students to seek grievance assistance and support)
- Employee Assistance ([http://www.eao.wisc.edu/](http://www.eao.wisc.edu/)) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office ([https://empoyeedisabilities.wisc.edu/](https://employeedisabilities.wisc.edu/)) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School ([https://grad.wisc.edu/](https://grad.wisc.edu/)) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance ([https://compliance.wisc.edu/](https://compliance.wisc.edu/)) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards ([https://conduct.students.wisc.edu/](https://conduct.students.wisc.edu/)) (for conflicts involving students)
- Ombuds Office for Faculty and Staff ([http://www.ombuds.wisc.edu/](http://www.ombuds.wisc.edu/)) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX ([https://compliance.wisc.edu/titleix/](https://compliance.wisc.edu/titleix/)) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school's Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean's office.

Questions about these procedures can be directed to the School of Education Dean's Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance ([https://compliance.wisc.edu/](https://compliance.wisc.edu/)), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.
**OTHER**

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PEOPLE**

Faculty: Professors Asmus, Quintana; Associate Professors Albers, Garbacz, Kilgus, Assistant Professors Eklund; Clinical Assistant Professor Kelly

**EDUCATIONAL PSYCHOLOGY: LEARNING ANALYTICS, M.S.**

This is a named option in the Educational Psychology M.S. (https://guide.wisc.edu/graduate/educational-psychology/educational-psychology-ms/)

The 24-month online Educational Psychology MS-Learning Analytics program empowers graduates to impact teaching, learning, and policy by breaking down 'big data' into dynamic analyses that will help guide decisions and improvements in education. A focus on both quantitative and qualitative courses provides balance and trains students to think critically about educational data science, make calculated analyses, and have meaningful conversations. Students will learn the theoretical perspectives on learning, cognition, and ethical decision-making, as well as practice applying and adapting analytic methodologies and tools, and communicating analysis results with stakeholders.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tr>
<td>Fall Deadline</td>
<td>The program does not admit in the fall.</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>May 1</td>
</tr>
<tr>
<td>GRE (Graduate Record</td>
<td>Not Required.</td>
</tr>
<tr>
<td>Examinations)</td>
<td></td>
</tr>
</tbody>
</table>

English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

<table>
<thead>
<tr>
<th>Other Test(s) (e.g., GMAT, MCAT)</th>
<th>n/a</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letters of Recommendation Required</td>
<td>2</td>
</tr>
</tbody>
</table>

Admissions criteria for the MS Educational Psychology in Learning Analytics Named Option include:

1. A bachelor’s degree from a regionally accredited U.S. institution or a comparable degree from an international institution is required. International applicants must have a degree comparable to a regionally-accredited U.S. bachelor’s degree.

2. A minimum undergraduate grade-point average (GPA) of 3.00 on the equivalent of the last 60 semester hours (approximately two years of work) or a master’s degree with a minimum cumulative GPA of 3.00 is required. Applicants from an international institution must demonstrate strong academic achievement comparable to a 3.00 for an undergraduate or master’s degree.

3. Reasons for graduate study/statement of purpose; not to exceed two pages

4. Curriculum vitae or resume.

5. Transcripts from previous institutions.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Information on financial aid is available through the UW-Madison Office of Student Financial Aid (https://financialaid.wisc.edu/).

Students enrolled in the Educational Psychology MS-Learning Analytics program are not permitted to accept teaching assistantships, project assistantships, research assistantships, and/or other appointments that would result in a tuition waiver.
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
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Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
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<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>No formal examinations are required. However, students complete an in-depth capstone project.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer I</td>
<td>ED PSYCH 501 Thinking and Learning</td>
<td>3</td>
</tr>
<tr>
<td>Fall I</td>
<td>ED PSYCH 560 Foundations of Quantitative and Qualitative Research Methods</td>
<td>6</td>
</tr>
<tr>
<td>Spring I</td>
<td>ED PSYCH 525 Learning Analytics Theory and Practice</td>
<td>6</td>
</tr>
<tr>
<td>Summer II</td>
<td>ED PSYCH 551 Quantitative Ethnography</td>
<td>3</td>
</tr>
<tr>
<td>Fall II</td>
<td>ED PSYCH 575 Instructional Design for Learning Analytics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>ED PSYCH 615 Conversations and Visualizations</td>
<td>3</td>
</tr>
<tr>
<td>Spring II</td>
<td>ED PSYCH 695 Capstone in Learning Analytics</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Total Credits</td>
<td>30</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

No credits from other institutions are allowed to count toward the degree.

UW–Madison Undergraduate

With program approval, up to 7 credits from UW-Madison numbered 300 or above are allowed to count toward the degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

No credits taken as a UW—Madison University Special student are allowed to count toward the degree.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.
CREDITS PER TERM ALLOWED
12 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND POLICIES
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school's Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean's office.

Questions about these procedures can be directed to the School of Education Dean's Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER
Students in the Learning Analytics named option are not permitted to hold assistantships with tuition remission.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Please go to the program site (https://learninganalytics.education.wisc.edu/support-services/) to see the professional development resources available to our graduate students.

Graduate students within the online Educational Psychology MS-Learning Analytics program have full access to all student services at UW-Madison. These include:

- Office of Diversity and Inclusion (https://education.wisc.edu/about/diversity-inclusion/)
- MERIT Library (https://merit.education.wisc.edu/)
- The Writing Center (https://writing.wisc.edu/)
- McBurney Disability Resource Center (https://mcburney.wisc.edu/)
- School of Education Career Center (https://careercenter.education.wisc.edu/)
- Adult Career and Special Student Services (https://accsss.wisc.edu/)

PEOPLE
Program Director/Learning Analytics Advisor: Dr. Julia Rutledge

See a listing of Learning Analytics faculty and instructors here (https://learninganalytics.education.wisc.edu/faculty-and-contributors/).

EDUCATIONAL PSYCHOLOGY: PROFESSIONAL EDUCATOR (MSPE), M.S.
The M.S. Educational Psychology: Professional Educators (MSPE) is a program designed for practicing educators who wish to study at a distance. Your courses are 100% online, so you can conveniently earn your degree from anywhere in the world. Plus, at UW–Madison, you do not have to sacrifice quality for convenience. The same professors that teach our face-to-face programs teach your online courses, and occasional video conferencing keeps you and your instructor connected and engaged in the discussion of coursework and current educational issues. Our curriculum builds depth and breadth in your knowledge and skills, and includes a series of courses which will earn you an instructional coaching certificate in addition to your master's.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
PROGRAM RESOURCES
Information on financial aid is available through the UW–Madison Office of Student Financial Aid (https://financialaid.wisc.edu/).

Students enrolled in the MSPE program are not permitted to accept teaching assistantships, project assistantships, research assistantships, and/or other appointments that would result in a tuition waiver.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

Face to Face | Evening/Weekend | Online | Hybrid | Accelerated
---|---|---|---|---
No | No | Yes | No | No

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail
Minimum Credit Requirement 30 credits
Minimum Residence Credit Requirement 30 credits
Minimum Graduate Coursework Requirement Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).
Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements
The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations
None.

Language
None.

REQUIRED COURSES

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ED PSYCH 633</td>
<td>Supporting Students’ Social/ Emotional Well-being</td>
<td>3</td>
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<tr>
<td>CURRIC 731</td>
<td>Collaborative Teamwork for Inclusive School Reform</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 752</td>
<td>Engaging with Education Research</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 501</td>
<td>Thinking and Learning</td>
<td>4</td>
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</table>

<table>
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<th>Year 1, Spring Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 640</td>
</tr>
<tr>
<td>ED PSYCH 711</td>
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<tr>
<th>Year 2, Summer Term</th>
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</thead>
<tbody>
<tr>
<td>ELPA 640</td>
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<tr>
<td>ED PSYCH 641</td>
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<td>ED PSYCH 711</td>
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<table>
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<tbody>
<tr>
<td>ED PSYCH 642</td>
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<tr>
<td>ED PSYCH 791</td>
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<table>
<thead>
<tr>
<th>Year 2, Spring Term</th>
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</thead>
<tbody>
<tr>
<td>ED PSYCH 643</td>
</tr>
<tr>
<td>ED PSYCH 745</td>
</tr>
</tbody>
</table>

Total Credits 30

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
No credits from other institutions are allowed to count toward the degree.

UW–Madison Undergraduate
With program approval, up to 4 credits from UW-Madison numbered 300 or above are allowed to count toward the degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count up to 12 credits of coursework with the graduate attribute taken as a UW-Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

CREDITS PER TERM ALLOWED
Students take only 7 credits in the summer and 4 credits in the Fall and Spring semesters.

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosu.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosu.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

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1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within
10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER

Students in the MSPE program are not permitted to hold assistantships with tuition remission.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Program Director/MSPE Advisor: Dr. Lisa Hebgen

See a listing of MSPE instructors here (https://mspe.education.wisc.edu/people/).

EDUCATIONAL PSYCHOLOGY: RESEARCH, M.S.

This is a named option within the Educational Psychology M.S. (p. 584)

The Department of Educational Psychology offers the master of science and doctor of philosophy degrees in educational psychology. The programs for the M.S. and Ph.D. in educational psychology provide comprehensive knowledge of the field and intensive specialization in one of four areas of study and research: human development, learning sciences, quantitative methods, and school psychology.

The department provides for training in research. Many faculty members in the department conduct controlled research studies with human participants; schools and other agencies in the Madison area cooperate in facilitating such research projects. Principal research facilities include the School of Education’s Wisconsin Center for Education Research and the multidisciplinary Waisman Center.

AREAS OF SPECIALIZATION

Human Development

Advisors: Professors Bellmore, Brown, Enright, Hubbard, Matthews, Short, Vlach

The program in human development adopts a life-span approach to individual change. Studying development in context is an important component of the program so that research can make conceptual/theoretical contributions to the understanding of human behavior and can address practical concerns of educators, parents, and others concerned with the developing person. A course of study provides a breadth and depth of knowledge about human development and educational psychology and encourages more detailed study in specific interest areas. Early in the program, students are exposed to general theories and issues in human development; specific developmental processes in childhood, adolescence, adulthood, and old age; as well as associated statistical methods and research practices.

In the latter part of the program, students exercise individual choice in selecting courses in subject matter that will broaden or deepen an understanding of human developmental processes. Such coursework may also extend to other programs of the university in which there is a research focus in human development.

Learning Sciences

Advisors: Professors Nathan, Puntambekar, Rau, Shaffer

This program area bridges learning sciences and educational practice. Scholarship encompasses the coordinated design and study of learning environments ranging from preschool to university education, and reaches outside of school to informal contexts for learning, like museums and after-school programs. Faculty interests include the design of technologies as tools for learning, prolonged longitudinal study of relations between teaching and learning, and the nature of knowledge in substantive domains of inquiry, like mathematics, science, and composition. The program of study emphasizes an apprenticeship model of scholarship with early engagement in substantive problems of learning and teaching. Students work in concert with faculty to develop research studies in each of the first two years of study. Courses are coordinated to promote the development of research and communication skills so that students can become involved with important problems in educational research. As students progress in the program, they continue to work with faculty, both within and outside of the department, to craft systematic investigations of learning environments.

Quantitative Methods

Advisors: Professors Bolt, Kaplan, Kim, Pustejovsky, Wollack

Educational research has a strong tradition of employing state-of-the-art statistical and psychometric (psychological measurement) techniques. Researchers in all areas of education develop measuring instruments, design and conduct experiments and surveys, and analyze data resulting from these activities. Because of this tradition, quantitative methods has long been an area of specialization within educational psychology. Graduates in this area teach, serve as consultants to educational researchers, and conduct research on statistics and psychometrics in
education-related fields. Within the program, the quantitative methods area offers the two major specializations of statistics and measurement.

The study of quantitative methods takes advantage of the range of resources at the University of Wisconsin–Madison and includes coursework in statistics, mathematics, and computer sciences, and in other units of the School of Education.

School Psychology
Advisors: Professors Albers, Asmus, Eklund, Garbacz, Kilgus, Klingbeil, Quintana
Clinical Associate Professor: Kelly
Clinical Assistant Professor: Hagermoser-Bayley

The graduate program in school psychology leads to a Ph.D. in educational psychology with a scientist–scholar–practitioner model of professional training. Students prepare for positions as professors in colleges and universities, psychologists in elementary and secondary schools, and with other organizations or agencies that focus on psychological services to children, youth, and families. The program is fully accredited by the American Psychological Association and the National Association of School Psychologists.

The areas of professional practice of school psychologists include psychological assessment and psychodiagnostic evaluation, prevention and intervention procedures, consultation and program planning, and research and evaluation. The program also requires the study of applied behavior analysis, cognitive-behavior therapy, social-learning theory, and ecological–behavioral–systems theory. Applied experience and training are provided in individual and group work with both typical classroom populations and special groups, including individuals with developmental disabilities and others with special education needs. Included in the practicum and internship experience is work with families, classroom peer groups, and community and school systems.

M.S. Degree Programs in Educational Psychology with Special Emphases
The special-emphasis master's degree program is designed for individuals who want to improve their knowledge base and skills for functioning in educational settings. The program is built around educator needs and offers a flexible blend of coursework, independent study, and practicum experiences. It is designed to provide the student with an individualized program of theoretical and applied training, tailored to his or her interests, needs, and professional goals.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/ of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GRE (Graduate Record Examinations)</th>
<th>Required.</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

For admission to graduate work, the department does not require a specific undergraduate major. However, it is preferred that applicants have completed approximately 18 credits in courses that provide a relevant foundation for further study in educational psychology. Neither certification as a teacher nor teaching experience is required. An undergraduate grade point average of at least 3.0 (4.0 basis) based on the last 60 semester hours of undergraduate coursework is requisite. Also essential are a statement of purpose, Graduate Record Exam (GRE) scores, and three letters of recommendation.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students are eligible to compete for UW–Madison fellowships. A limited number of teaching and project assistantships are available within the department, and prospective students are encouraged to refer to the instructions for fellowships and assistantships contained in the program application information.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

#### Requirements Detail

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>Human development and quantitative methods track: 33 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence Credit Requirement</td>
<td>Learning sciences track: 36 credits</td>
</tr>
<tr>
<td></td>
<td>School psychology track: 55 credits</td>
</tr>
</tbody>
</table>

**Note**: These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

<table>
<thead>
<tr>
<th>Minimum Graduate Coursework Requirement</th>
<th>Human development and quantitative methods track: 27 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence Credit Requirement</td>
<td>Learning sciences track: 33 credits</td>
</tr>
<tr>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
<td>School psychology track: 52 credits</td>
</tr>
</tbody>
</table>

**Note**: These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

#### Graduation GPA Requirements

| Overall Graduate GPA Requirement | 3.00 GPA required. |

The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

#### Assessments and Examinations

- Human Development and Quantitative Methods - A thesis is required.
- Learning Sciences - A major area paper is required.
- School Psychology - A comprehensive literature review is required.

#### Language Requirements

No language requirements.

### REQUIRED COURSES

#### Human Development Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 709</td>
<td>Seminar in Research in Educational Psychology I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 710</td>
<td>Seminar in Research in Educational Psychology II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 712</td>
<td>Educational Psychology Diversity Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 720</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 721</td>
<td>Adolescent Development</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Human Development Area Course**

Select one of the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 711</td>
<td>Current Topics in Educational Psychology with permission from HD Area Chair</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ COUN PSY 723</td>
<td>Developmental Processes Across the Life Span</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH/ HDFS 725</td>
<td>Theory and Issues in Human Development</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 731</td>
<td>Laboratory in Developmental Research</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 920</td>
<td>Seminar in Child Development</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 921</td>
<td>Seminar in Adolescent Development</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 925</td>
<td>Advanced Seminar in Human Development</td>
<td></td>
</tr>
</tbody>
</table>

Elective credits approved by HD faculty

**Master's Thesis**

**Total Credits**

| Credits | 33 |

---

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 ED PSYCH 990 Research or Thesis can not be counted towards coursework requirements. No more than four credits can be earned in ED PSYCH 999 Independent Reading.

#### Learning Sciences Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 709</td>
<td>Seminar in Research in Educational Psychology I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 710</td>
<td>Seminar in Research in Educational Psychology II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 712</td>
<td>Educational Psychology Diversity Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 795</td>
<td>Introduction to Learning Sciences I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 796</td>
<td>Introduction to the Learning Sciences II</td>
<td>3</td>
</tr>
</tbody>
</table>

Two classes (6 credits) in quantitative methods courses not including ED PSYCH 760 or its equivalent selected from the following:

| Credits | 6 |

---
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 709</td>
<td>Seminar in Research in Educational Psychology I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 710</td>
<td>Seminar in Research in Educational Psychology II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 712</td>
<td>Educational Psychology Diversity Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 763</td>
<td>Regression Models in Education</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 764</td>
<td>Hierarchical Linear Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 765</td>
<td>Applied Bayesian Statistics for Education Research</td>
<td>3</td>
</tr>
</tbody>
</table>

**Quantitative Methods Track**

The Quantitative Area of the Department of Educational Psychology is divided into two subareas: (1) Educational Statistics and Research Methodology, and (2) Educational Measurement. Below are listed the requirements in each of these subareas.

### Educational Statistics and Research Methodology subarea

<table>
<thead>
<tr>
<th>Code</th>
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<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 709</td>
<td>Seminar in Research in Educational Psychology I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 710</td>
<td>Seminar in Research in Educational Psychology II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 712</td>
<td>Educational Psychology Diversity Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 763</td>
<td>Regression Models in Education</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 764</td>
<td>Hierarchical Linear Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 765</td>
<td>Applied Bayesian Statistics for Education Research</td>
<td>3</td>
</tr>
</tbody>
</table>

### Educational Measurement subarea

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 709</td>
<td>Seminar in Research in Educational Psychology I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 710</td>
<td>Seminar in Research in Educational Psychology II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 712</td>
<td>Educational Psychology Diversity Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 764</td>
<td>Hierarchical Linear Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 765</td>
<td>Applied Bayesian Statistics for Education Research</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 36

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.


3 This includes any course in the Learning Sciences program area or any other approved course by the Learning Sciences faculty as covering appropriate content in the learning sciences.
ED PSYCH 971  Advanced Seminar in Educational Measurement and Statistics

ED PSYCH 773  Factor Analysis, Multidimensional Scaling and Cluster Analysis

Elective credits approved by QM faculty  8

Master's Thesis

Total Credits  33

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

School Psychology Track  

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 540</td>
<td>Introduction to Professional School Psychology</td>
<td>2</td>
</tr>
<tr>
<td>ED PSYCH 541</td>
<td>Applied Behavior Analysis in Classrooms</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/COUN PSY/HDFS 726</td>
<td>Ethnic and Racial Diversity in Social Development</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 740</td>
<td>Cognitive Assessment of Children in the Schools</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 741</td>
<td>Social, Emotional, and Behavioral Assessment</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 742</td>
<td>Assessment and Intervention for Academic Skill Problems</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 743</td>
<td>Design and Analysis of Single-Case Research</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 844</td>
<td>Childhood and Adolescent Psychopathology in Schools</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 942</td>
<td>Systems of Consultation in School Psychology</td>
<td>2-3</td>
</tr>
<tr>
<td>ED PSYCH 947</td>
<td>Evidenced-based Child and Adolescent Psychotherapy</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 948</td>
<td>Research and Measurement Seminar in School Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 840</td>
<td>Clinical Practicum in School Psychology</td>
<td>1-6</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 9 credits of coursework number 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.
2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.
4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.
5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty
Professors: Asmus, Bellmore, Bolt, Brown, Enright, Kaplan, Kim, Nathan, Puntambekar, Quintana, Shaffer, Wollack (chair)
Associate Professors: Albers, Eklund, Garbacz, Hubbard, Kilgus, Matthews, Pustejovsky, Rau, Vlach
Assistant Professors: Klingbeil, Short
Clinical Associate Professor: Kelly
Clinical Assistant Professor: Hagermoser-Bayley
The Department of Educational Psychology offers the master of science and doctor of philosophy degrees in educational psychology. The programs for the M.S. and Ph.D. in educational psychology provide comprehensive knowledge of the field and intensive specialization in one of four areas of study and research: human development, learning sciences, quantitative methods, and school psychology.

The department provides training in research. Many faculty members in the department conduct controlled research studies with human participants; schools and other agencies in the Madison area cooperate in facilitating such research projects. Principal research facilities include the School of Education’s Wisconsin Center for Education Research and the multidisciplinary Waisman Center.

AREAS OF SPECIALIZATION

Human Development
Advisors: Professors Bellmore, Brown, Enright, Hubbard, Matthews, Short, Vlach

The program in human development adopts a life-span approach to individual change. Studying development in context is an important component of the program so that research can make conceptual/theoretical contributions to the understanding of human behavior and can address practical concerns of educators, parents, and others concerned with the developing person. A course of study provides a breadth and depth of knowledge about human development and educational psychology and encourages more detailed study in specific interest areas. Early in the program, students are exposed to general theories and issues in human development; specific developmental processes in childhood, adolescence, adulthood, and old age; as well as associated statistical methods and research practices.

In the latter part of the program, students exercise individual choice in selecting courses in subject matter that will broaden or deepen an understanding of human developmental processes. Such coursework may also extend to other programs of the university in which there is a research focus in human development.

Learning Sciences
Advisors: Professors Nathan, Puntambekar, Rau, Shaffer

This program area bridges learning sciences and educational practice. Scholarship encompasses the coordinated design and study of learning environments ranging from preschool to university education, and reaches outside of school to informal contexts for learning, like museums and after-school programs. Faculty interests include the design of technologies as tools for learning, prolonged longitudinal study of relations between teaching and learning, and the nature of knowledge in substantive domains of inquiry, like mathematics, science, and composition. The program of study emphasizes an apprenticeship model of scholarship with early engagement in substantive problems of learning and teaching. Students work in concert with faculty to develop research studies in each of the first two years of study. Courses are coordinated to promote the development of research and communication skills so that students can become involved with important problems in educational research. As students progress in the program, they continue to work with faculty, both within and outside of the department, to craft systematic investigations of learning environments.

Quantitative Methods
Advisors: Professors Bolt, Kaplan, Kim, Pustejovsky, Wollack

Educational research has a strong tradition of employing state-of-the-art statistical and psychometric (psychological measurement) techniques. Researchers in all areas of education develop measuring instruments, design and conduct experiments and surveys, and analyze data resulting from these activities. Because of this tradition, quantitative methods have long been an area of specialization within educational psychology. Graduates in this area teach, serve as consultants to educational researchers, and conduct research on statistics and psychometrics in education-related fields. Within the program, the quantitative methods area offers the two major specializations of statistics and measurement.

The study of quantitative methods takes advantage of the range of resources at the University of Wisconsin—Madison and includes coursework in statistics, mathematics, and computer sciences, and in other units of the School of Education.

School Psychology
Advisors: Professors Albers, Asmus, Eklund, Garbacz, Kilgus, Klingbeil, Quintana
Clinical Professors: Hagermoser-Bayley, Kelly

The graduate program in school psychology leads to a Ph.D. in educational psychology with a scientist—scholar—practitioner model of professional training. Students prepare for positions as professors in colleges and universities, psychologists in elementary and secondary schools, and other organizations or agencies that focus on psychological services to children, youth, and families. The program is fully accredited by the American Psychological Association and the National Association of School Psychologists.

The areas of professional practice of school psychologists include psychological assessment and psychodiagnostic evaluation, prevention and intervention procedures, consultation and program planning, and research and evaluation. The program also requires the study of applied behavior analysis, cognitive-behavior therapy, social-learning theory, and ecological—behavioral—systems theory. Applied experience and training are provided in individual and group work with both typical classroom populations and special groups, including individuals with developmental disabilities and others with special education needs. Included in the practicum and internship experience is work with families, classroom peer groups, and community and school systems.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
</tbody>
</table>
GRE (Graduate Record Examinations) | Required.
---|---
English Proficiency Test | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).
Other Test(s) (e.g., GMAT, MCAT) | n/a
Letters of Recommendation Required | 3

For admission to graduate work, the department does not require a specific undergraduate major. However, it is preferred that applicants have completed approximately 18 credits in courses that provide a relevant foundation for further study in educational psychology. Neither certification as a teacher nor teaching experience is required. An undergraduate grade point average of at least 3.0 (4.0 basis) based on the last 60 semester hours of undergraduate coursework is requisite. Also essential are a statement of purpose, Graduate Record Exam (GRE) scores, and three letters of recommendation.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students are eligible to compete for UW–Madison fellowships. A limited number of teaching and project assistantships are available within the department, and prospective students are encouraged to refer to the instructions for fellowships and assistantships contained in the program application information.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>All doctoral students are required to complete a minor.</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
## REQUIRED COURSES

### Human Development Track 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M.S. Requirements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 709</td>
<td>Seminar in Research in Educational Psychology I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 710</td>
<td>Seminar in Research in Educational Psychology II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 712</td>
<td>Educational Psychology Diversity Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 720</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 721</td>
<td>Adolescent Development</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Human Development Area Course**

Select one of the following: 3

- ED PSYCH 711 Current Topics in Educational Psychology * with permission from HD Area Chair
- ED PSYCH/COUN PSY 723 Developmental Processes Across the Life Span
- ED PSYCH/HDFS 725 Theory and Issues in Human Development
- ED PSYCH 731 Laboratory in Developmental Research
- ED PSYCH 920 Seminar in Child Development
- ED PSYCH 921 Seminar in Adolescent Development
- ED PSYCH 925 Advanced Seminar in Human Development

Elective credits approved by HD faculty 11

### Master's Thesis

**Additional Ph.D. Requirements**

Select two (2) additional Human Development area courses from the list above. Thesis and dissertation credits (990) can not be counted towards coursework requirements. No more than four credits can be earned in Independent Study (999).

- ED PSYCH 762 Introduction to the Design of Educational Experiments 3
- or ED PSYCH 763 Regression Models in Education

Doctoral Minor coursework 9

Additional Elective credits to reach a total of 20 credits after MS degree 5

**Total Credits** 56

---

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

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# Learning Sciences Track 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>M.S. Requirements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 709</td>
<td>Seminar in Research in Educational Psychology I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 710</td>
<td>Seminar in Research in Educational Psychology II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 712</td>
<td>Educational Psychology Diversity Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 795</td>
<td>Introduction to Learning Sciences I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 796</td>
<td>Introduction to the Learning Sciences II</td>
<td>3</td>
</tr>
</tbody>
</table>

Two classes (6 credits) in quantitative methods courses not including ED PSYCH 760 or its equivalent, selected from the following: 6

- ED PSYCH 711 Current Topics in Educational Psychology 2
- ED PSYCH 761 Statistical Methods Applied to Education II
- ED PSYCH 762 Introduction to the Design of Educational Experiments
- ED PSYCH 763 Regression Models in Education
- ED PSYCH 771 Test Construction
- ED PSYCH 773 Factor Analysis, Multidimensional Scaling and Cluster Analysis
- ED PSYCH 871 Test Theory II
- ED PSYCH 960 Structural Equation Modeling
- ED PSYCH 963 Design & Analysis of Quasi-Experiments for Causal Inference
- ED PSYCH/ELPA 964 Hierarchical Linear Modeling
- ED PSYCH 965 Applied Bayesian Statistics for Education Research
- ED PSYCH 971 Advanced Seminar in Educational Measurement and Statistics
- ED PSYCH 711 Current Topics in Educational Psychology (Topic: Current Issues in the Learning Sciences) 4
- ED PSYCH 711 Current Topics in Educational Psychology (Topic: Academic Writing in Learning Sciences) 3

One class (3 credits) in qualitative methods. 3

One additional class (3 credits) in the Learning Sciences area. This includes any course in the Learning Sciences program area or any other approved course by the Learning Science faculty as covering appropriate content in the learning sciences.

Elective credits approved by LS faculty. 4

**Major Area Paper**

### Additional Ph.D. Requirements

The following 18 credits must be completed after admission to PhD program:

One advanced course in either quantitative or qualitative methods beyond the level of 762 or introductory qualitative methods. See quantitative methods course options listed above. 3
One additional class in Learning Sciences 3
ED PSYCH 711 Current Topics in Educational Psychology (Topic: Current Issues in the Learning Sciences) 2
Doctoral Minor coursework 9
Elective credits to reach 18 credits 1

**Total Credits** 54

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Topics: Missing Data in Educational Research, Applied Longitudinal Data Analysis, Graphical Methods for Causal Inference

### Quantitative Methods Track

The Quantitative Area of the Department of Educational Psychology is divided into two subareas: (1) Educational Statistics and Research Methodology; and (2) Educational Measurement. Below are listed the requirements in each of these subareas.

#### Educational Statistics and Research Methodology subarea

<table>
<thead>
<tr>
<th>Code</th>
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</thead>
<tbody>
<tr>
<td>ED PSYCH 709</td>
<td>Seminar in Research in Educational Psychology I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 710</td>
<td>Seminar in Research in Educational Psychology II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 712</td>
<td>Educational Psychology Diversity Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 763</td>
<td>Regression Models in Education</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 771</td>
<td>Test Construction</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 960</td>
<td>Structural Equation Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 963</td>
<td>Design &amp; Analysis of Quasi-Experiments for Causal Inference</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ELPA 964</td>
<td>Hierarchical Linear Modeling</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 309</td>
<td>Introduction to Probability and Mathematical Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>or STAT 311</td>
<td>Introduction to Theory and Methods of Mathematical Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 310</td>
<td>Introduction to Probability and Mathematical Statistics II</td>
<td>3</td>
</tr>
<tr>
<td>or STAT 312</td>
<td>Introduction to Theory and Methods of Mathematical Statistics II</td>
<td>3</td>
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**Elective Courses (chosen in consultation with advisor):** 8

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ED PSYCH 773</td>
<td>Factor Analysis, Multidimensional Scaling and Cluster Analysis</td>
<td>3</td>
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<tr>
<td>ED PSYCH 771</td>
<td>Test Theory II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 965</td>
<td>Applied Bayesian Statistics for Education Research</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 971</td>
<td>Advanced Seminar in Educational Measurement and Statistics</td>
<td>3</td>
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</tbody>
</table>

### Educational Measurement subarea

<table>
<thead>
<tr>
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<th>Title</th>
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<tbody>
<tr>
<td>ED PSYCH 709</td>
<td>Seminar in Research in Educational Psychology I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 710</td>
<td>Seminar in Research in Educational Psychology II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 712</td>
<td>Educational Psychology Diversity Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 763</td>
<td>Regression Models in Education</td>
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</tr>
<tr>
<td>ED PSYCH 771</td>
<td>Test Construction</td>
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<tr>
<td>ED PSYCH 960</td>
<td>Structural Equation Modeling</td>
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<td>STAT/MATH 309</td>
<td>Introduction to Probability and Mathematical Statistics I</td>
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<tr>
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<td>Introduction to Theory and Methods of Mathematical Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 310</td>
<td>Introduction to Probability and Mathematical Statistics II</td>
<td>3</td>
</tr>
<tr>
<td>or STAT 312</td>
<td>Introduction to Theory and Methods of Mathematical Statistics II</td>
<td>3</td>
</tr>
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</table>

**Elective Courses (chosen in consultation with advisor):** 8

<table>
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<tr>
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<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 773</td>
<td>Factor Analysis, Multidimensional Scaling and Cluster Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 771</td>
<td>Test Theory II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 965</td>
<td>Applied Bayesian Statistics for Education Research</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 971</td>
<td>Advanced Seminar in Educational Measurement and Statistics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Doctoral Minor** 9

**Total Credits** 54

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
not appear in the Graduate School admissions application, and they will not appear on the transcript.

**School Psychology Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 533</td>
<td>Thinking, Feeling, &amp; Learning</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 540</td>
<td>Introduction to Professional School Psychology</td>
<td>2</td>
</tr>
<tr>
<td>ED PSYCH 541</td>
<td>Applied Behavior Analysis in Classrooms</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 542</td>
<td>The Biological Basis of Behavior</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 712</td>
<td>Educational Psychology Diversity Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH/ HDFS 725</td>
<td>Theory and Issues in Human Development</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ COUN PSY/ HDFS 726</td>
<td>Ethnic and Racial Diversity in Social Development</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY/PSYCH/ RP &amp; SE 729</td>
<td>Advanced Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ COUN PSY/ RP &amp; SE 737</td>
<td>Seminar in History and Systems of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 740</td>
<td>Cognitive Assessment of Children in the Schools</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 741</td>
<td>Social, Emotional, and Behavioral Assessment</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 742</td>
<td>Assessment and Intervention for Academic Skill Problems</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 743</td>
<td>Design and Analysis of Single-Case Research</td>
<td>3</td>
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<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 844</td>
<td>Childhood and Adolescent Psychopathology in Schools</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 942</td>
<td>Systems of Consultation in School Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 946</td>
<td>Advanced Assessment and Intervention Techniques</td>
<td>3</td>
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<tr>
<td>ED PSYCH 947</td>
<td>Evidenced-based Child and Adolescent Psychotherapy</td>
<td>3</td>
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<tr>
<td>ED PSYCH 948</td>
<td>Research and Measurement Seminar in School Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 840</td>
<td>Clinical Practicum in School Psychology ²</td>
<td>20</td>
</tr>
</tbody>
</table>

Elective credits to reach 110 total program credits. Can include independent reading and/or research credits.

**Total Credits** | **110**

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Students will take ED PSYCH 840 Clinical Practicum in School Psychology for six semesters. Beginning Practicum (2 semesters/2 credits total), Clinic Practicum (2 semesters/6 credits total), Field Practicum (2 semesters/12 credits total).

3 ED PSYCH 943 Internship in School Psychology taken for 3 credits/semester until dissertation is defended. Once dissertation is defended, ED PSYCH/COUN PSY/PSYCH/RP & SE 995 Predoctoral Internship for 0 credits is taken. Students must complete 2000 hour internship in a program-approved setting.

**Policies**

**Graduate School Policies**
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**Major-Specific Policies**

**Prior Coursework**

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**Probation**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**Advisor / Committee**
Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is
assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employee.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they may have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school's Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean's office.

Questions about these procedures can be directed to the School of Education Dean's Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual
orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

**OTHER**

For the Ph.D. program, the department offers assistantships to incoming students.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Acquire a strong foundation in current and past theories, research findings, and methodologies in their program area. Use critical thinking skills to synthesize existing knowledge, evaluate strengths and limitations in existing theory and research, and identify issues in need of additional inquiry - including conceptual and methodological approaches available to address these issues.

2. Demonstrate a knowledge of and sensitivity to human diversity in terms of individual abilities and orientations and sociocultural backgrounds.

3. Retrieve, evaluate, and interpret professional and scientific literature; use this information to develop or adapt theoretical frameworks and derive testable hypotheses or predictions for their own research / program evaluation projects.

4. Learn to design realistic and feasible research or assessment projects in their program area and to prepare necessary protocols that are sensitive to the backgrounds of individuals who are the focus of their work.

5. Conduct independent research and analyze and interpret resulting data.

6. Create clear and concise reports of their research or program evaluations that are appropriate to the intended audiences, which may include fellow scholars (via scholarly journals), practitioners (via practitioner journals or reports), and lay audiences (via online or other published reports).

7. Communicate effectively in collaborative work, instructional activities, and/or consultation settings with students and professional colleagues.

8. Conduct research or program implementation / evaluation in accordance with ethical standards established in their field of inquiry.

**PEOPLE**

**Faculty**

**Professors:** Asmus, Bellmore, Bolt, Brown, Enright, Kaplan, Kim, Nathan, Puntambekar, Quintana, Shaffer, Wollack (chair)

**Associate Professors:** Albers, Eklund, Garbacz, Hubbard, Kilgus, Matthews, Pustejovsky, Rau, Vlach

**Assistant Professors:** Klingbeil, Short

**Clinical Associate Professor:** Kelly

**Clinical Assistant Professor:** Hagermoser-Bayley

**ACCREDITATION**

**ACCREDITATION**

American Psychological Association (http://www.apa.org/)


**CERTIFICATION/LICENSURE**

**School Psychologist Praxis Exam (NASP)** (http://apps.nasponline.org/standards-and-certification/graduate-education/?id=133478)

**Year of Exam** | **UW-Madison Graduates:** | **National First Attempt**
--- | --- | ---
2018-2019 | 100% | not available
2017-2018 | 100% | not available
2016-2017 | 100% | not available

Note: The table shows pass rates on a national certification exam. Licenses are awarded at the state-level.

Examination for Professional Practice in Psychology (http://www.asppb.net/)

**Year of Exam** | **UW-Madison Graduates:** | **National First Attempt**
--- | --- | ---
2015-2017 | 93.33% | 80.81%

Note: Because of the relatively small size of many doctoral programs, EPPP pass rates are reported only in terms of the three-year moving average. The table shows pass rates on a national certification exam. Licenses are awarded at the state-level.

**PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)**

The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:

The requirements of this program do not meet Certification/Licensure in the following states:
Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:
Not applicable

**PREVENTION AND INTERVENTION SCIENCE, DOCTORAL MINOR**

The doctoral minor has three special features:

1. Training emphasizes programmatic efforts that seek to prevent the development of problematic outcomes and to promote optimal functioning in individuals or groups across the life course.
2. Preventive interventions are implemented and evaluated in family, school, and community contexts—their outcome is investigated in interaction within these contexts.
3. Training emphasizes methodological and statistical training and their applications in prevention research. Particular attention is given to the concentrations of interventions in social services, health, and education; family and community studies; social policy; and methodology.

This multidisciplinary program addresses contemporary health and social issues facing at-risk and vulnerable groups across the life course. Participating units are Rehabilitation Psychology and Special Education; Educational Psychology; Human Development and Family Studies; Nursing; Population Health Sciences; and Social Work.

**ADMISSIONS**

Application information for the doctoral minor and graduate/professional certificate are available online (see website). Completed applications must be signed by faculty advisors and submitted to Carol Aspinwall, Coordinator of Doctoral Student Academic Services, School of Nursing, CSC K6/133, 600 Highland Ave, Madison, WI 53792; caaspinwall@wisc.edu.

**REQUIREMENTS**

**TRAINING OPTIONS**

Students may earn a doctoral minor or a graduate/professional certificate (p. 609) in Prevention and Intervention Science.

Doctoral students may earn the doctoral minor in prevention and intervention science. The doctoral minor (Option A) in prevention science requires 10 credits in approved courses. It is a named minor that is listed on student transcripts.

**AREAS OF CONCENTRATION**

Four areas of concentration are available. Students must select one as a major emphasis.

**COURSES**

Two courses in prevention science, a practicum, and approved elective courses are required of students seeking the doctoral minor or graduate/professional certificate. It is recommended that the two courses in prevention science be taken in the second year of a student’s graduate program after introductory courses in theory and a substantive area have been taken in the student’s home department.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH/EDPSYCH/HDFS/NURSING/SOC WORK 890</td>
<td>Prevention Science 1</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/EDPSYCH/HDFS/NURSING/SOC WORK 881</td>
<td>Capstone Seminar in Prevention Science</td>
<td>1</td>
</tr>
<tr>
<td><strong>Practicum</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Students should select two to four additional courses in one of the areas of concentration. Examples of courses that meet the requirements of the minor and certificate program are listed below.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 702</td>
<td>Health Promotion and Disease Prevention in Diverse Communities</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 921</td>
<td>Child Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>ED PSYCH 920</td>
<td>Seminar in Child Development</td>
<td>2-3</td>
</tr>
</tbody>
</table>

**Interventions in Social Services, Health, and Education**

The design, implementation, evaluation, and dissemination of a variety of programs in education, health, and social welfare are of high societal priority and are reflected in training. School-based programs are increasingly viewed as key strategies of educational reform. Social service and health delivery to children, families, and adults continue to undergo substantial innovation. The promotion of health and development of individuals and groups with and without special health-care needs also is a focal point of interventions.

**Social Policy**

This area concerns how social policies and issues affect human and family behavior across the life course. Substantive areas include, among others, child care, poverty, welfare reform, school reform, and health-care reform. An emphasis is given to large-scale policies and programs as well as dissemination and use.

**Family and Community Studies**

How family and community contexts and processes affect individuals is a key issue for the development and analysis of preventive interventions, and for basic research on families and communities. Family and community-based programs are central to addressing myriad social problems and issues. The relationship between family development and other major social contexts such as neighborhoods, communities, and service systems also are important.

**Methodology**

An ever-expanding number of quantitative and qualitative methods are available for conducting prevention research. Basic and advanced statistical and methodological training are essential to high-quality graduate training. Gaining understanding and experience in conducting research in field settings is key to developing methodological skills. Some topics to be covered in training include structural equation modeling, hierarchical linear modeling, growth curve modeling, and ethnography.
The doctoral minor and graduate/professional certificate have three special features:

1. Training emphasizes programmatic efforts that seek to prevent the development of problematic outcomes and to promote optimal functioning in individuals or groups across the life course.
2. Preventive interventions are implemented and evaluated in family, school, and community contexts—their outcome is investigated in interaction within these contexts.
3. Training emphasizes methodological and statistical training and their applications in prevention research. Particular attention is given to the concentrations of interventions in social services, health, and education; family and community studies; social policy; and methodology.

This multidisciplinary program addresses contemporary health and social issues facing at-risk and vulnerable groups across the life course. Participating units are Rehabilitation Psychology and Special Education; Educational Psychology; Human Development and Family Studies; Nursing; Population Health Sciences; and Social Work. Training leads to a doctoral minor (Option A) or a graduate/professional certificate in prevention and intervention science.

**ADMISSIONS**

Application information for the doctoral minor and graduate/professional certificate are available online (see Web site). Completed applications must be signed by faculty advisors and submitted to Carol Aspinwall, Coordinator of Doctoral Student Academic Services, School of Nursing, CSC K6/133, 600 Highland Ave, Madison, WI 53792; caaspinwall@wisc.edu.

**REQUIREMENTS**

Students may earn a graduate/professional certificate or a doctoral minor (p. 608) in Prevention and Intervention Science.

Graduate students may earn a graduate/professional certificate in prevention science by completing a total of 16 credits in approved courses. One course must be in methodology. Students can also use a research practicum of 3 credits toward the certificate requirement.

**AREAS OF CONCENTRATION**

Four areas of concentration are available. Students must select one as a major emphasis.

**Interventions in Social Services, Health, and Education**

The design, implementation, evaluation, and dissemination of a variety of programs in education, health, and social welfare are of high societal priority and are reflected in training. School-based programs are increasingly viewed as key strategies of educational reform. Social service and health delivery to children, families, and adults continue to undergo substantial innovation. The promotion of health and development of individuals and groups with and without special health-care needs also is a focal point of interventions.

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### PEOPLE

**Faculty:** Professors Carter (Rehabilitation Psychology and Special Education), Albers (Educational Psychology), Magnuson (Social Work), Riesch (Nursing), Sparks (Human Development and Family Studies)

### PREVENTION AND INTERVENTION SCIENCE, GRADUATE/PROFESSIONAL CERTIFICATE

The doctoral minor and graduate/professional certificate have three special features:
Family and Community Studies
How family and community contexts and processes affect individuals is a key issue for the development and analysis of preventive interventions, and for basic research on families and communities. Family and community-based programs are central to addressing myriad social problems and issues. The relationship between family development and other major social contexts such as neighborhoods, communities, and service systems also are important.

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An ever-expanding number of quantitative and qualitative methods are available for conducting prevention research. Basic and advanced statistical and methodological training are essential to high-quality graduate training. Gaining understanding and experience in conducting research in field settings is key to developing methodological skills. Some topics to be covered in training include structural equation modeling, hierarchical linear modeling, growth curve modeling, and ethnography.

COURSES
Two courses in prevention science, a practicum, and approved elective courses are required of students seeking the doctoral minor or graduate/professional certificate. It is recommended that the two courses in prevention science be taken in the second year of a student's graduate program after introductory courses in theory and a substantive area have been taken in the student's home department.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH/</td>
<td>Prevention Science</td>
<td>3</td>
</tr>
<tr>
<td>HDFS/NURSING/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC WORK 880</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH/</td>
<td>Capstone Seminar in Prevention Science</td>
<td>1</td>
</tr>
<tr>
<td>HDFS/NURSING/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC WORK 881</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Practicum 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electives 4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 702</td>
<td>Health Promotion and Disease Prevention</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 921</td>
<td>Child Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>ED PSYCH 920</td>
<td>Seminar in Child Development</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 952</td>
<td>PhD Proseminar</td>
<td>3</td>
</tr>
<tr>
<td>HDFS 872</td>
<td>Bridging the Gap Between Research and</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Action</td>
<td></td>
</tr>
<tr>
<td>HDFS 843</td>
<td>Family Policy: How It Affects Families &amp;</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>What Professionals Can Do</td>
<td></td>
</tr>
<tr>
<td>HDFS 766</td>
<td>Current Topics in Human Development and</td>
<td>1-3</td>
</tr>
<tr>
<td></td>
<td>Family Studies</td>
<td></td>
</tr>
<tr>
<td>HDFS 869</td>
<td>Advanced Seminar in Family Stress and</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Coping</td>
<td></td>
</tr>
<tr>
<td>SOC/ED POL 955</td>
<td>Seminar- Qualitative Methodology</td>
<td>3</td>
</tr>
<tr>
<td>CURRIC 726</td>
<td>Qualitative Methods of Studying Children</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>and Contexts</td>
<td></td>
</tr>
</tbody>
</table>

LEARNING OUTCOMES
1. Students will identify, explain, and demonstrate the core foundational concepts within prevention science and compare and contrast with other closely related professional domains.
2. Students will define, explain, and demonstrate how the concepts of risk, promotive, and protective factors are associated with different positive and negative outcomes and how theories related to human behavior and development describe the processes and mechanisms through which risk, promotive, and protective factors are related to positive and negative outcomes.
3. Students will explain and demonstrate prevention/intervention development principles and how to engage relevant stakeholders in the development, adaptation, and implementation of prevention/intervention programs.
4. Students will identify appropriate research design principles and various statistical methods associated with prevention science research.

PEOPLE
Faculty: Professors Carter (Rehabilitation Psychology and Special Education), Albers (Educational Psychology), Magnuson (Social Work), Riesch (Nursing), Sparks (Human Development and Family Studies)
SCHOOL PSYCHOLOGY, EDS

The Educational Specialist (Ed.S.) in School Psychology utilizes a scientist-scholar-practitioner model of professional training. Students prepare for positions as school psychologists in early childhood, elementary, and secondary schools, and with other organizations or agencies that focus on psychological services to children, youth, and families.

The areas of professional practice of school psychologists include psychological assessment and psychodiagnostic evaluation, prevention and intervention procedures, consultation and program planning, and research and evaluation. The progress requires study of applied behavior analysis, cognitive-behavior therapy, social-learning theory, and ecological-behavioral-systems theory. Students receive applied experience and training by completing practicum and internship experiences in individual and group work with children in general and special education, including individuals with developmental disabilities and others with special education needs. Included in the practicum and internship experience is work with families, classroom peer groups, and community and school systems.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online.

Requirements | Detail |
--- | --- |
Fall Deadline | December 1 |
Spring Deadline | This program does not admit in the spring. |
Summer Deadline | This program does not admit in the summer. |
GRE (Graduate Record Examinations) | Required. |
English Proficiency Test | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency). |
Other Test(s) (e.g., GMAT, MCAT) | n/a |
Letters of Recommendation | 3 |

Admission's criteria for the Educational Specialist (EdS) in School Psychology include:

1. A bachelor’s degree from a regionally accredited U.S. institution or a comparable degree from an international institution is required.

International applicants must have a degree comparable to a regionally-accredited U.S. bachelor’s degree.

2. A minimum undergraduate grade-point average (GPA) of 3.00 on the equivalent of the last 60 semester hours (approximately two years of work) or a master’s degree with a minimum cumulative GPA of 3.00 is required. Applicants from an international institution must demonstrate strong academic achievement comparable to a 3.00 for an undergraduate or master’s degree.

3. Every applicant whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score.

4. Reasons for graduate study/statement of purpose.

5. Curriculum vitae or resume.

6. GRE scores from within the previous 5 years.

7. Transcripts from previous institutions.

8. Letters of Recommendation

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM INFORMATION

Students are eligible to compete for UW-Madison scholarships. A limited number of teaching and project assistantships are available within the department. Students can accept appointments and hourly positions up to a 33% appointment as long as they do not include tuition remission.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/ or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.
Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>68 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>54 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>68 credits</td>
</tr>
<tr>
<td>Overall Graduate GPA</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>No formal examinations are required. However, students complete an in-depth case analysis as a culminating project.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

School Psychology has a prescribed curriculum of 68 credits total, 10 beyond the masters’ degree.

- All students will need to complete a portfolio that will serve as the culminating project. This project will need to be approved by all program faculty and clinical staff.
- All students are required to successfully complete the Year 3 internship.
- All program courses must be completed.
- No deviation from the required courses is allowed. Electives are not permissible.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall I</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 540</td>
<td>Introduction to Professional School Psychology</td>
<td>2</td>
</tr>
<tr>
<td>ED PSYCH 541</td>
<td>Applied Behavior Analysis in Classrooms</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ COUN PSY 723</td>
<td>Developmental Processes Across the Life Span</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 742</td>
<td>Assessment and Intervention for Academic Skill Problems</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 840</td>
<td>Clinical Practicum in School Psychology</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 844</td>
<td>Childhood and Adolescent Psychopathology in Schools</td>
<td>3</td>
</tr>
<tr>
<td>Spring I</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 740</td>
<td>Cognitive Assessment of Children in the Schools</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 743</td>
<td>Design and Analysis of Single-Case Research</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 840</td>
<td>Clinical Practicum in School Psychology</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 947</td>
<td>Evidenced-based Child and Adolescent Psychotherapy</td>
<td>3</td>
</tr>
<tr>
<td>Summer I</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 840</td>
<td>Clinical Practicum in School Psychology</td>
<td>1</td>
</tr>
<tr>
<td>Fall II</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 741</td>
<td>Social, Emotional, and Behavioral Assessment</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 840</td>
<td>Clinical Practicum in School Psychology</td>
<td>6</td>
</tr>
<tr>
<td>ED PSYCH/ HDFS/NURSING/ SOC WORK 880</td>
<td>Prevention Science</td>
<td>3</td>
</tr>
<tr>
<td>Spring II</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 506</td>
<td>Contemporary Issues in Educational Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ COUN PSY/ HDFS 726</td>
<td>Ethnic and Racial Diversity in Social Development</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 840</td>
<td>Clinical Practicum in School Psychology</td>
<td>6</td>
</tr>
<tr>
<td>ED PSYCH 942</td>
<td>Systems of Consultation in School Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Fall III</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 943</td>
<td>Internship in School Psychology</td>
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</tr>
<tr>
<td>Spring III</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 943</td>
<td>Internship in School Psychology</td>
<td>5</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

PROGRAM SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

No credits from other institutions are allowed to count toward the degree as indicated in the Requirements.
**UW–Madison Undergraduate**
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**
No credits taken as a UW–Madison University Special student are allowed to count toward the degree.

**GRIEVANCES AND POLICIES**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting ([https://doso.students.wisc.edu/bias-or-hate-reporting/](https://doso.students.wisc.edu/bias-or-hate-reporting/))
- Graduate Assistantship Policies and Procedures ([https://hr.wisc.edu/policies/gapp/#grievance-procedure](https://hr.wisc.edu/policies/gapp/#grievance-procedure))
- Hostile and Intimidating Behavior Policies and Procedures ([https://hr.wisc.edu/hib/](https://hr.wisc.edu/hib/))
  - Office of the Provost for Faculty and Staff Affairs ([https://facstaff.provost.wisc.edu/](https://facstaff.provost.wisc.edu/))
  - Dean of Students Office ([https://doso.students.wisc.edu/](https://doso.students.wisc.edu/)) (for all students to seek grievance assistance and support)
  - Employee Assistance ([http://www.eao.wisc.edu/](http://www.eao.wisc.edu/)) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office ([https://employeedisabilities.wisc.edu/](https://employeedisabilities.wisc.edu/)) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School ([https://grad.wisc.edu/](https://grad.wisc.edu/)) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
  - Office of Compliance ([https://compliance.wisc.edu/](https://compliance.wisc.edu/)) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards ([https://conduct.students.wisc.edu/](https://conduct.students.wisc.edu/)) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff ([http://www.ombuds.wisc.edu/](http://www.ombuds.wisc.edu/)) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX ([https://compliance.wisc.edu/titleix/](https://compliance.wisc.edu/titleix/)) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.
2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.
4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.
5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both
parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Acquire a strong foundation in current and past theories, research findings, and methodologies in their program area.
2. Apply knowledge and skills related to addressing issues of diversity and equity for individuals within specific contexts and in all professional activities.
3. Develop critical thinking skills that promote rigorous evaluation of strengths and limitations in existing theory and research.
4. Apply the fundamentals of research design, data collection, and data analysis through participating in ongoing research or conducting their own research project(s).
5. Identify key features of high-quality research or program implementation / evaluation in their chosen field.
6. Demonstrate writing and oral skills needed to effectively communicate results of scientific research to academic, professional/practitioner, and lay audiences.
7. Communicate effectively in collaborative work or consultation settings with professional colleagues.
8. Become skilled communicators of issues in their research and program area for learners in formal classroom and informal learning settings.
9. Uphold the highest standards of ethical conduct.
10. Conduct research or program implementation/evaluation in accordance with ethical standards established in their field of inquiry.

PEOPLE

Professors Jenny Asmus and Steve Quintana
Associate Professors Craig Albers, Katie Eklund, Andy Garbacz, and Stephen Kilgus
Assistant Professor David Klingbeil
Clinical Associate Professor Kristy Kelly
Clinical Assistant Professor Elizabeth Hagermoser-Bayley

All faculty profiles can be found here: https://edpsych.education.wisc.edu/about/faculty/

ACCREDITATION

National Association of School Psychologists (NASP) (https://www.nasponline.org/standards-and-certification/graduate-program-approval-and-accreditation/)

Accreditation Status: Not accredited. Accreditation application must be applied for after the first cohort of students graduate from the School Psychology program, per NASP requirements.

CERTIFICATION/LICENSURE

Students are required to take the School Psychology Praxis exam (https://www.ets.org/praxis/nasp/requirements/).

ELECTRICAL AND COMPUTER ENGINEERING

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Electrical Engineering, Doctoral Minor (p. 615)
• Electrical Engineering, M.S. (p. 616)
• Electrical Engineering, Ph.D. (p. 642)

PEOPLE

PROFESSORS

Susan Hagness (Chair)
David T. Anderson
Nader Behdad
John Booske
Dan Botez
Azadeh Davoodi
John A. Gubner (Associate Chair for Operations)
William N. Hitchens
ELECTRICAL ENGINEERING, DOCTORAL MINOR

REQUIREMENTS

Ph.D. students from other UW-Madison graduate programs who wish to earn a minor degree in Electrical Engineering are required to complete a minimum of 9 credits of Electrical and Computer Engineering courses (http://guide.wisc.edu/courses/e_c_e/) numbered 400 or above, approved by the ECE department, with grades of B or better. In addition, at least three of these 9 credits must be earned in courses numbered 700 or above. At most, one course cross-listed with the student's major program may be counted toward the minor credits provided such a course is taught by ECE faculty. Moreover, such a course cannot be applied to satisfy the student’s major requirements. No examinations are required other than those given in the courses.

PEOPLE

PROFESSORS

Susan Hagness (Chair)
David T. Anderson
Nader Behdad
John Booske
Dan Botez
Azadeh Davoodi
John A. Gubner (Associate Chair for Operations)
William N. Hitchon
Yu Hen Hu
Thomas Jahns
Hongrui Jiang
Irena Knezevic
Bernard Lesieutre (Associate Chair for Undergraduate Studies)*
Mikko Lipasti
Zhenqiang Ma
Luke J. Mawst
Robert Nowak
Parameswaran Ramanathan
William A. Sethares
Daniel van der Weide
Barry Van Veen (Associate Chair for Graduate and Online Studies)
Giri Venkataramanan
Amy E. Wendt

ASSOCIATE PROFESSORS

Mikhail Kats
Daniel Ludois
Paul H. Milenkovic
Umit Ogras
Bulent Sarlioglu
Zongfu Yu

ASSISTANT PROFESSORS

Joseph Andrews
Kassem Fawaz
Dominic Gross
Younghyun Kim
Bhuvana Krishnaswamy
Kangwook Lee
Chu Ma
Matthew Malloy (adjunct)
Dimitris Papailiopoulos
Line Roald
Joshua San Miguel
Eric Severson
Andreas Velten
Ramya Korlakai Vinayak
Ying Wang

FACULTY ASSOCIATES

Mark C. Allie
Eduardo Arvelo
Steven Fredette
Eric Hoffman
Joe Krachey
Srdjan Milicic
Pia Strampp (associate lecturer)

*For scholarship information, please contact Professor Lesieutre.

See also Electrical and Computer Engineering Faculty Directory (https://directory.engr.wisc.edu/ece/faculty/).
INTRODUCTION TO COE AND ECE
Master’s students in the College of Engineering (COE) are among an elite group of people who have chosen to advance their education at one of the premier engineering colleges in the country. The academic programs in UW—Madison’s College of Engineering are highly ranked, and our faculty are widely recognized as leaders in their fields. Here you will find a community in which you will excel. You will find faculty, staff, and peer students who are supportive and committed to your success. You will find rigorous coursework that will prepare you to achieve your goals. You will experience an environment highly conducive to collaboration—and you will meet faculty with a broad range of research interests and connections both on campus and around the world.

The vision of the ECE department is to improve the world through global leadership in electrical and computer engineering research, education, technology transfer, and service to society.

In partnership with our students, it is the mission of the ECE department to:

• Educate and inspire future leaders who contribute to society through the creation, application, and transfer of electrical and computer engineering knowledge.
• Expand knowledge through research into new technologies, design methods, and analysis techniques.
• Serve the state of Wisconsin, our nation, and the world with electrical and computer engineering expertise.

ECE M.S. DEGREE OPTIONS
ECE offers four master’s degree named option programs that lead to the M.S. Electrical Engineering degree:

• **Research**—traditional two-year master’s program culminating in a thesis or research project.
• **Professional**—accelerated, course-based master’s program with the opportunity to choose a specialty area.
• **Machine Learning and Signal Processing**—accelerated, course-based master’s program tailored to the area of machine learning and signal processing.
• **Power Engineering** (p. 624)—**online**, off-campus program in power engineering designed for working professionals.

ADMISSIONS
Students apply to the Master of Science in Electrical Engineering through one of the named options.

• Electrical Engineering: Machine Learning and Signal Processing, M.S. (p. 618)
• Electrical Engineering: Power Engineering, M.S. (p. 624)
• Electrical Engineering: Professional, M.S. (p. 629)
• Electrical Engineering: Research, M.S. (p. 636)

FUNDING
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Funding information for each named option program is available on the corresponding pages:

• **Research**
• **Professional**
• **Machine Learning and Signal Processing**
• **Power Engineering** (p. 625) (Online)

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
</tr>
<tr>
<td>Credit</td>
<td>Requirement</td>
</tr>
</tbody>
</table>
Minimum Residence Credit Requirement
See Named Options for policy information.

Minimum Graduate Coursework Requirement
See Named Options for policy information.

Overall Graduate GPA Requirement
3.00 GPA required.

Other Grade Requirements
See Named Options for policy information.

Assessments and Examinations
See Named Options for policy information.

Language Requirements
See Named Options for policy information.

NAMED OPTIONS
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Electrical Engineering must select one of the following named options:

- ELECTRICAL ENGINEERING: MACHINE LEARNING AND SIGNAL PROCESSING, M.S. (P. 618)
- ELECTRICAL ENGINEERING: POWER ENGINEERING, M.S. (P. 624)
- ELECTRICAL ENGINEERING: PROFESSIONAL, M.S. (P. 629)
- ELECTRICAL ENGINEERING: RESEARCH, M.S. (P. 636)

POLICIES
Students should refer to one of the named options for specific policy information:

- Electrical Engineering: Machine Learning and Signal Processing, M.S. (p. 618)
- Electrical Engineering: Power Engineering, M.S. (p. 624)
- Electrical Engineering: Professional, M.S. (p. 629)
- Electrical Engineering: Research, M.S. (p. 636)

PROFESSIONAL DEVELOPMENT

LEARNING OUTCOMES
1. Demonstrate a strong understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and independently solve advanced engineering problems.
3. Apply the relevant scientific and technological advancements, techniques, and engineering tools to address these problems.
4. Recognize and apply principles of ethical and professional conduct.

PEOPLE

PROFESSORS
Susan Hagness (Chair)
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Azadeh Davoodi
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William N. Hitchon
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Chu Ma
Matthew Malloy (adjunct)
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Line Roald
Joshua San Miguel
Eric Severson
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Ramya Korlakai Vinayak
Ying Wang

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Eduardo Arvelo
Steven Fredette
Eric Hoffman
Joe Krachey
Srđjan Milicic
Pia Strampp (associate lecturer)

*For scholarship information, please contact Professor Lesieutre.

See also Electrical and Computer Engineering Faculty Directory (https://directory.engr.wisc.edu/ece/faculty/).

ELECTRICAL ENGINEERING: MACHINE LEARNING AND SIGNAL PROCESSING, M.S.

This is a named option in the Electrical Engineering M.S. (p. 616)

The Electrical and Computer Engineering Department (ECE) offers the Electrical Engineering M.S.-Machine Learning and Signal Processing (MLSP) named option program which is intended for students looking for an advanced entry into a data science career in industry.

Students will learn quantitative thinking, practical problem-solving, computer programming, and applications to a variety of domains. It is designed to deepen the student’s technical knowledge and sharpen their professional skills for a well-prepared entry into industry. The program provides a practical focus through a course-only curriculum, an accelerated and predictable 16-month completion time, and a professional development hands-on project requirement. Well-prepared students and UW–Madison undergraduates may find it feasible to complete the program in 12 months.

The required coursework draws upon foundational and cutting-edge methods in MLSP and is taught by faculty conducting pioneering research in the field. Successful students will have some experience with linear algebra, statistics, and programming. The combined focus on the mathematical foundations of data science and their practical application to real-world problems will prepare graduates to be ready to immediately contribute in a variety of different jobs across data science, machine learning, and signal processing.

The focus of the MLSP program differs from the traditional research-based M.S. program. MLSP students do not conduct independent research and prepare a thesis, but rather have an accelerated course plan focused in the MLSP area with a professional development hands-on project, either via an internship/co-op or an independent project. Students also have the opportunity to take select courses from Engineering Professional Development. Overall, the MLSP M.S. program requires 30 credit hours, including the hands-on project. If you are interested in research and advanced concept development, you are better served pursuing a research-based M.S. program or a Ph.D. program. If you want to complete your degree in 12–16 months and have a fast-track into the data science workforce, then the MLSP program is right for you.

MLSP students cannot be simultaneously enrolled in another graduate program at UW–Madison while completing this program.

After completing the program, students will earn a diploma stating “Master of Science in Electrical Engineering,” and the transcript will include the indication “Named Option: Machine Learning and Signal Processing.”

For more information on this specific degree plan, please visit the ECE website (https://www.engr.wisc.edu/department/electrical-computer-engineering/academics/master-of-science-spml/).

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15*</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examination)</td>
<td>Required.**</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not</td>
</tr>
<tr>
<td></td>
<td>English or whose undergraduate instruction was not English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
</tbody>
</table>
In order to apply as a reentry applicant, you must:

* Complete applications as of December 15 are guaranteed to be reviewed, but applicants are welcomed up to March 15 and will be reviewed as space is available.

** For Fall 2022 applications, the GRE is optional, but we recommend submitting scores.

Applicants who have earned, or will be earning before starting the program, a bachelor's degree from UW-Madison are exempt from submitting a GRE test score.

A submitted online application (https://apply.grad.wisc.edu) is required, consisting of:

- Resume/CV;
- Statement of purpose; see the suggested guidelines provided by the Graduate School (https://grad.wisc.edu/apply/prepare/);
- Most up to date unofficial transcript(s) from all previous higher education institutions, regardless of whether or not a degree was earned (official transcripts are requested of only recommended applicants); international academic records must be in the original language accompanied by an official English translation.
- Test scores and three letters of recommendation as detailed above.

Applications must be entirely complete by the deadline, including test scores and letters of recommendation. Please note that it is highly advised to take the GRE and TOEFL/IELTS tests well in advance of the application deadline in order to ensure time for receiving and processing of the scores. Please do not mail any paper copies of application materials, except IELTS scores. They will not be reviewed.

Information for international students, including proof of funding and visa information, can be found on the Graduate School's website (https://grad.wisc.edu/international-students/). International-students/).

The department welcomes applications from scientific, engineering, and mathematical disciplines other than ECE. Applicants with a bachelor’s degree may apply directly to the Ph.D. program.

**REENTRY ADMISSIONS**

If you were previously enrolled as a graduate student at UW–Madison, but have had a break in enrollment for at least one fall or spring semester, you will need to apply to resume your studies.

For applicants previously enrolled in a graduate program other than ECE, you must complete a new online application, including all materials, for admission.

For applicants previously enrolled in ECE as a graduate student, you must complete a reentry application. Reentry applicants may apply for the fall term with a deadline of June 1.

In order to apply as a reentry applicant, you must:

- complete the online application (https://apply.grad.wisc.edu (https://apply.grad.wisc.edu/)), including the personal information section, program and term selection, and supplementary application;
- upload a CV/resume in the application portal;
- upload a statement of purpose in the application portal;
- upload any new unofficial transcripts from previous higher education institutions, excluding UW-Madison; and
- submit three letters of recommendation if the break in enrollment equals or is greater than four semesters (fall, spring).
- Letters of recommendation should be emailed directly to the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu) from the recommender.

If the reentry applicant is unable to upload any of the additional required materials, please email them to the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu).

**CURRENT GRADUATE STUDENT ADMISSIONS**

Students currently enrolled as a graduate student at UW-Madison, whether in or other than ECE, wishing to apply to this degree program should contact the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu) to inquire about the process and respective deadlines several months in advance of the anticipated enrollment term. Current students may apply to change or add programs for any term (fall, spring, or summer).

**QUESTIONS?**

Please review the frequently asked questions answered by the Graduate School here (https://grad.wisc.edu/apply/).

If you have any admissions questions, please do not hesitate to contact the ECE Graduate Admissions Team at ecegradadmission@engr.wisc.edu.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students in the accelerated Electrical Engineering: Machine Learning and Signal Processing program are not permitted to accept assistantships in ECE or other departments.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>15 credits out of 30 total credits must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>1. A grade of B or better in any graduate course is acceptable. 2. A grade of BC in an ECE course is acceptable, provided the total cumulative GPA for graduate ECE courses is greater than or equal to 3.00. 3. A grade of BC or C in a non-ECE course is acceptable only if approved by the Graduate Committee.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>A specified course sequence must be completed.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Non-native speakers of English who enroll in the M.S. program must take the ESLAT test on arrival at the university and then take any recommended courses based on the exam results. In addition, if a student's advisor believes that his or her technical writing ability needs improvement, the student may be required to undertake remedial work.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 610</td>
<td>Seminar in Electrical and Computer Engineering</td>
<td>1</td>
</tr>
<tr>
<td>ECE 697</td>
<td>Capstone Project in Machine Learning and Signal Processing</td>
<td>1</td>
</tr>
<tr>
<td>ECE 702</td>
<td>Graduate Cooperative Education Program</td>
<td>1</td>
</tr>
</tbody>
</table>

At least one course in Machine Learning:

- ECE/COMP SCI/M/E 532 Matrix Methods in Machine Learning
- ECE/COMP SCI/M/E 539 Introduction to Artificial Neural Networks
- ECE/M/E 561 Probability and Information Theory in Machine Learning
- COMP SCI 760 Machine Learning
- ECE/M/E 761 Mathematical Foundations of Machine Learning
- ECE/COMP SCI/STAT 861 Theoretical Foundations of Machine Learning

At least one course in Signal Processing:

- ECE 431 Digital Signal Processing
- ECE 533 Image Processing
- ECE 734 VLSI Array Structures for Digital Signal Processing
- ECE 735 Signal Synthesis and Recovery Techniques
- ECE 738 Advanced Digital Image Processing

At least 15 credits from the following:

- ECE 431 Digital Signal Processing
- ECE 436 Communication Systems I
- ECE 437 Communication Systems II
- ECE/COMP SCI/ISE 524 Introduction to Optimization
- ECE/COMP SCI 533 Matrix Methods in Machine Learning
- ECE/M/E 532 Image Processing
- ECE/M/E 539 Introduction to Artificial Neural Networks
- ECE/M/E 561 Probability and Information Theory in Machine Learning
- ECE 601 Special Topics in Electrical and Computer Engineering (as approved by faculty advisor)
- ECE 717 Linear Systems
- ECE 719 Optimal Systems
- ECE 729 Information Theory
- ECE 730 Probability and Random Processes
- ECE 734 VLSI Array Structures for Digital Signal Processing
- ECE 735 Signal Synthesis and Recovery Techniques
- ECE 736 Wireless Communications
- ECE 738 Advanced Digital Image Processing
- ECE/M/E 761 Mathematical Foundations of Machine Learning
- ECE 817 Nonlinear Systems

Hands-on project requirement. Choose one:

- ECE 697 Capstone Project in Machine Learning and Signal Processing
- ECE 702 Graduate Cooperative Education Program

Required Seminar: 1

Hands-on project requirement: Choose one: 2-5
**Graduate School Policies**

The Graduate School's Academic Policies and Procedures ([https://grad.wisc.edu/acadpolicy/](https://grad.wisc.edu/acadpolicy/)) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**Named Option-Specific Policies**

**Prior Coursework**

**Graduate Work from Other Institutions**

With program approval, students may count graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions may be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, up to 7 credits from UW–Madison numbered 400 or above can be counted toward the minimum graduate degree credit requirement. Up to 7 credits of ECE courses numbered 700 or above can be counted toward the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**ABET-Accredited Undergraduate Credit from Other Institutions:** With program approval, students may count up to 7 credits of undergraduate coursework from a bachelor of science degree in Electrical Engineering, Computer Engineering, Electrical and Computer Engineering, Electrical Engineering and Computer Science, or Computer Science from an ABET-accredited program at other institutions (not UW–Madison) toward fulfillment of minimum degree requirements.

Courses numbered 300 or above may be counted towards the minimum graduate degree credit requirement and courses numbered 700 or above may be counted towards the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count up to 9 credits of coursework numbered 400 or above taken as a UW–Madison University Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement. Courses numbered 700 or above taken as a UW–Madison Special student toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

**Probation**

Students must be in good academic standing with the Graduate School, their program, and their advisor. The Graduate School regularly reviews the record of any student who received grades of BC, C, D, F, or I in graduate-level courses (300 or above), or grades of U in research and thesis. This review could result in academic probation with a hold on future enrollment, and the student may be suspended from graduate studies.

The Graduate School may also put students on probation for incompletes not cleared within one term. All incomplete grades must be resolved before a degree is granted.

The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

See program policies under "Other," below, for more details.

**Advisor / Committee**

New students must declare a course plan approved by an advisor by the end of the second week of classes in the first semester.
CREDITS PER TERM ALLOWED

Students will be required to enroll in at least nine credits per semester of relevant MLSP courses chosen from i) a list of courses inside the department, ii) or relevant courses outside the department with faculty adviser approval as specified in the graduate program handbook. In the final semester, students only need to enroll in enough credits to graduate.

Enrollment in the summer term is required.

TIME CONSTRAINTS

Students are expected to complete the degree requirements and graduate within 3 academic semesters.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

ECE Grievance Procedures

Exceptions, Extensions, and Appeals

Petitions for exceptions to academic requirements are considered on an individual case-by-case basis and granted exceptions do not constitute a precedent. Deviations from established policies are strongly discouraged, but certain extenuating academic and personal circumstances may warrant exceptions. Petitions for course exceptions/substitutions, exceptions to the Satisfactory Progress Expectations (academic or conduct), or other policy exceptions shall be directed to the ECE Graduate Committee, and in some circumstances to the appropriate program coordinator. The following procedures apply to all petitions:

1. Student must first consult with their advisor(s).
2. Student is advised to also consult with the ECE Graduate Student Services Coordinator for additional advice.
3. Student and advisor(s) must both submit written documentation requesting and explaining the petition to the ECE Graduate Student Services Coordinator:
4. Identify the specific requirement/rule/expectation pertinent to the petition;
5. Explain the rationale for petition and why it should be granted;
6. Advisor(s) must support the petition.

The ECE Graduate Student Services Coordinator will forward the petition to the ECE Graduate Committee and appropriate program coordinator for adjudication. Student and advisor(s) will be notified of the ECE Graduate Committee's decision and the note will be placed in the student's file.

Please note that petitions for exceptions to clearly-defined program rules are rarely approved by the ECE Graduate Committee.

Progress Requirements

The ECE Graduate Committee may grant extensions to normal progress requirements in circumstances such as childbirth, adoption, significant responsibilities with respect to elder or dependent care obligations, disability or chronic illness, or circumstances beyond one’s personal control. Petitions for extensions should provide evidence of plans and ability to return to conformance with program expectations and to acceptably complete the program. Extensions beyond one semester will be granted only in the event of highly extraordinary circumstances. Extensions will be recorded with a note of explanation placed in the student's file.

Students desiring confidentiality of their circumstances should consult with the Associate Chair for Graduate Studies.

Appeal of Previous Decisions

Appeals of ECE Graduate Committee decisions may be pursued regarding any academic issue, including exceptions to program requirements, progress requirements, AGS and Qualifying Exam decisions. Appeals will only be considered if the student provides new information that was not available to the ECE Graduate Committee at the time the original decision was made. Appeals must be submitted within one month of the date the student was notified of the ECE Graduate Committee action being appealed.

If the student believes their appeal was not appropriately handled or resolved by the ECE Department, the student may further appeal to the College of Engineering by contacting the Assistant Dean for Graduate Affairs. Such appeals must be submitted within one month of the date the student was notified of the ECE Graduate Committee denial.

Grievances

The ECE Department, College of Engineering, and University of Wisconsin offer multiple avenues to resolve unfair or inappropriate treatment by
faculty, staff, or another student. This includes hostile and intimidating research group climate, authorship disputes, unreasonable expectations, and disrespectful behavior. The manner in which the grievance is handled depends on the nature of the issue and specific concerns of the aggrieved student. Graduate Assistants in TA, PA and/or RA appointments may utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues. Examples of matters appropriate for the GAPP grievance process include allegations of excessive work hours, violations of sick days or vacation policies, or disputes regarding the assignment of duties.

In some cases the best approach is for the aggrieved student to discuss their concern directly with the person responsible for the objectionable action.

If the student is uncomfortable making direct contact with the other individual or desires a confidential consultation about their concern, they may contact the ECE Associate Chair for Graduate Studies, the ECE Grievance Advisor, or the College of Engineering Assistant Dean for Graduate Affairs. These individuals work to resolve the concern while being sensitive to student confidentiality.

**Change of advisor**

Students who believe they are in a research environment that fails to meet ECE and College of Engineering standards for climate and culture should contact the ECE Associate Chair for Graduate Studies, the ECE Grievance Advisor, or the College of Engineering Assistant Dean for Graduate Affairs for additional consultation. They will work with the student to explore alternate advising arrangements and ensure continuity of financial support should the student need to leave the research group. Note that immigration status is NOT tied to a specific research advisor.

**Formal Written Complaint Process**

Issues that are not resolved to the student's satisfaction may be pursued at the student's discretion by submitting a written complaint to the ECE Grievance Advisor. The steps described below are based on the Definition and Procedure section of the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) Grievance Procedure.

**Step One:** The grievant must file a written statement with the ECE Grievance Advisor specifying the grievant's name, a clear and concise statement of the grievance and the issue(s) involved, the date(s) the incident or violation took place and the specific departmental, college, or university policies involved, and the relief sought. The grievance shall be signed and dated by the grievant(s) and representative (if any).

Within twenty (20) days of receipt of the written grievance, the ECE Grievance Advisor will meet with the grievant and their representative (if chosen) to hear the grievance and will return a written answer to the grievant and their representative (if chosen) no later than ten (10) days after this meeting. This answer will include a copy of the grievance procedure appeal process timeline, a list of resources and relevant contact information for future steps.

**Step Two:** If the decision in Step One is not accepted by the grievant, the grievant shall have 10 days from receipt of the answer in Step One to file an appeal with the College of Engineering Assistant Dean for Graduate Affairs. The Assistant Dean for Graduate Affairs will meet with the grievant and their representative (if chosen) within twenty (20) days from receipt of the appeal of Step One and attempt to resolve the grievance.

The Assistant Dean for Graduate Affairs will provide the grievant and their representative (if chosen) with a written response to the grievance no later than ten (10) days after this meeting.

**Step Three:** If the decision in Step Two is not accepted by the grievant, the grievant shall have 10 days from the receipt of the answer in Step Two to file an appeal with the Graduate School as described in Grievances and Appeals (https://grad.wisc.edu/documents/grievances-and-appeals/).

**OTHER**

Students enrolled in the MLSP program may not change their degree goal to different M.S. program or a Ph.D. without formally applying to and being accepted into the new program.

Students enrolling in the MLSP program cannot simultaneously enroll in another graduate program at UW-Madison.

Due to the accelerated, course-based nature of the MLSP program, students in this program are not permitted to apply for nor accept funded appointments such as research assistantships, teaching assistantships, project assistantships or grader appointments, either inside the ECE department or elsewhere on campus. Applicants may apply on their own for external fellowships, scholarships, and/or financial aid.

Students can be placed on probation for failure to meet these expectations or failure to adhere to these policies.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**DEPARTMENT OF ELECTRICAL AND COMPUTER ENGINEERING RESOURCES**

UW–Madison, the College of Engineering, and ECE have an abundance of professional development opportunities for students to take advantage of in order to better prepare themselves for internships and job positions during and following their education. First of all, the ECE Department strongly encourages students to utilize the Graduate School’s professional development resources (https://grad.wisc.edu/professional-development/). Engineering Career Services (ECS) (http://ecs.wisc.edu) hosts multiple career fairs each semester where students can directly interact with prospective employers, schedule interviews, and find internships and full-time jobs. ECS also maintains job listings and hosts a variety of professional development workshops each semester. The ECE Department provides unique opportunities throughout the year for students to attend and participate in various lectures, workshops, and trainings. The ECE Graduate Student Association (GSA) organizes professional development opportunities for fellow students. Students are made aware of events and opportunities via email and other communications.

**PEOPLE**

**PROFESSORS**

Susan Hagness (Chair)
ELECTRICAL ENGINEERING: POWER ENGINEERING, M.S.

This is a named option in the Electrical Engineering M.S. (p. 616) that is offered in an online format.

The Master of Science Electrical Engineering: Power Engineering program will prepare you for leading-edge positions in industry in the areas of electric power, power electronics, motor drives, and electric machines.

UW–Madison’s Power Engineering master’s degree provides graduate students applicable and theoretical knowledge in power electronics, including alternative energy, through research and study of technological and conceptual innovations in electrical and computer engineering.

The education you receive at UW–Madison is directly applicable to a career in industry and is suitable for a new or recent graduate, as well as experienced professionals who seek the necessary (re)training to change or advance their careers.

UW–Madison's Department of Electrical and Computer Engineering is recognized for excellence in research, instruction, and service to the profession. It ranks among the top electrical and computer engineering departments in national surveys, consistently producing talented graduates whose skills are highly respected throughout the nation and around the world.

The Wisconsin Electric Machines and Power Electronics Consortium (WEMPEC) (https://wempec.wisc.edu/) is a UW–Madison technology focus center sponsored by companies holding an interest in electric machines and power electronics. With a mission to provide education, research and service, WEMPEC is a model program demonstrating strong interaction between university and industry.

UW–Madison’s online engineering graduate programs are world-class degree and consistently ranked in the Top 10 online engineering master’s programs by U.S. News & World Report.

Admittance into the Master of Science: Electrical Engineering program requires completion of the Capstone Certificate in Power Conversion and Control. (http://guide.wisc.edu/nondegree/capstone/power-conversion-control-capstone-certificate/)

M.S. Power Engineering students cannot be simultaneously enrolled in another graduate program at UW–Madison while completing this program.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

See also Electrical and Computer Engineering Faculty Directory (https://directory.engr.wisc.edu/ece/faculty/).
**Requirements**

<table>
<thead>
<tr>
<th>Detail</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>June 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>November 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
</tbody>
</table>

**ADMISSIONS DEADLINES**

Applications are accepted for admission during the fall and spring terms.

- Fall deadline is June 1.
- Spring deadline is November 1.

**ADMISSIONS PROCESS**

Application steps are listed on the program's admissions webpage (https://epd.wisc.edu/online-degree/electrical-engineering-power-engineering/#/apply).

**ADMISSIONS REQUIREMENTS**

- Completion of the Capstone Certificate in Power Conversion and Control (http://guide.wisc.edu/nondegree/capstone/power-conversion-control-capstone-certificate/) with a GPA of 3.3
- A B.S. degree from a program accredited by ABET or the equivalent.* An electrical engineering major is preferred.
- A minimum undergraduate grade point average (GPA) of 3.00 on the equivalent of the last 60 semester hours (approximately two years of work) or a master's degree with a minimum cumulative GPA of 3.00. Applicants from an international institution must have a strong academic performance comparable to a 3.00 for an undergraduate or master’s degree. All GPAs are based on a 4.00 scale. We use your institution's grading scale; do not convert your grades to a 4.00 scale.
- Applicants whose native language is not English must provide scores from the Test of English as a Foreign Language (TOEFL). The minimum acceptable score on the TOEFL is 580 on the written version, 243 on the computer version, or 92 on the Internet version.
- International applicants must have a degree comparable to an approved U.S. bachelor's degree.

We do not require applicants to submit scores from the Graduate Record Examination (GRE).

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**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students in the online Electrical Engineering: Power Engineering program are not permitted to accept assistantships or appointments in ECE or other departments.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
</tr>
<tr>
<td>Credit</td>
<td>Requirement</td>
</tr>
<tr>
<td>Minimum</td>
<td>16 credits</td>
</tr>
<tr>
<td>Residence</td>
<td>Credit</td>
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</table>
REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 411</td>
<td>Introduction to Electric Drive Systems (completed during Capstone)</td>
<td>3</td>
</tr>
<tr>
<td>ECE 412</td>
<td>Power Electronic Circuits (completed during Capstone)</td>
<td>3</td>
</tr>
<tr>
<td>ECE 427</td>
<td>Electric Power Systems</td>
<td>3</td>
</tr>
<tr>
<td>M E 446</td>
<td>Automatic Controls (completed during Capstone)</td>
<td>3</td>
</tr>
<tr>
<td>M E 447</td>
<td>Computer Control of Machines and Processes</td>
<td>3</td>
</tr>
<tr>
<td>ECE 504</td>
<td>Electric Machine &amp; Drive System Laboratory</td>
<td>3</td>
</tr>
<tr>
<td>ECE 511</td>
<td>Theory and Control of Synchronous Machines</td>
<td>3</td>
</tr>
<tr>
<td>ECE 512</td>
<td>Power Electronics Laboratory</td>
<td>3</td>
</tr>
<tr>
<td>ECE/COMP SCI/ M E 532</td>
<td>Matrix Methods in Machine Learning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 699</td>
<td>Advanced Independent Study</td>
<td>1-6</td>
</tr>
</tbody>
</table>

Choose 30 credits from the following courses, 15 of which must be ECE credits:

- ECE 711 Dynamics and Control of AC Drives 3
- ECE 712 Solid State Power Conversion 3
- ECE 713 Electromagnetic Design of AC Machines 3
- ECE 714 Utility Application of AC Electronics 3
- ECE/M E 739 Advanced Robotics 3
- M E 746 Dynamics of Controlled Systems 3
- M E 747 Advanced Computer Control of Machines and Processes 3
- ECE 790 Master’s Research 3-9
- ECE 999 Advanced Independent Study 1-6

Students must take one three-week, on-campus summer laboratory in Madison, Wisconsin. Students may choose from ECE 504 Electric Machine & Drive System Laboratory or ECE 512 Power Electronics Laboratory, which are offered in alternate summers.

Students must complete a professional development assignment which is detailed at go.wisc.edu/ece610 (http://guide.wisc.edu/graduate-electrical-computer-engineering/electrical-engineering-ms/electrical-engineering-power-engineering-ms/go.wisc.edu/ece610/). Students must watch or attend 11 hours of seminars and technical presentations, 8 hours of which must be associated with material outside the power area.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, up to 7 credits from UW–Madison numbered 400 or above can be counted toward the minimum graduate degree credit requirement. Up to 7 credits of ECE courses numbered 700 or above can be counted toward the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement.

With program approval, students may count up to 7 credits of undergraduate coursework from a bachelor of science degree in Electrical Engineering, Computer Engineering, Electrical and Computer Engineering, Electrical Engineering and Computer Science, or Computer Science from
an ABET-accredited program at other institutions (not UW–Madison) toward fulfillment of minimum degree requirements.

Courses numbered 300 or above may be counted towards the minimum graduate degree credit requirement and courses numbered 700 or above may be counted towards the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

1 The department also accepts undergraduate credit from non-UW ABET-accredited institutions. See policy language above for details.

**UW–Madison University Special**

With program approval, students are allowed to count up to 9 credits of coursework numbered 400 or above taken as a UW–Madison University Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement. Courses numbered 700 or above taken as a UW–Madison Special student toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

**PROBATION**

Students must be in good academic standing with the Graduate School, their program, and their advisor. The Graduate School regularly reviews the record of any student who received grades of BC, C, D, F, or I in graduate-level courses (300 or above), or grades of U in research and thesis. This review could result in academic probation with a hold on future enrollment, and the student may be suspended from graduate studies.

The Graduate School may also put students on probation for incomplete grades not cleared within one term. All incomplete grades must be resolved before a degree is granted.

The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time) the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School.

**ADVISOR / COMMITTEE**

An academic advisor will be assigned to newly-admitted students. Students who want to pursue research must secure a research advisor who matches their research area and agrees to supervise their research. A research advisor is not guaranteed.

**CREDITS PER TERM ALLOWED**

15 credits (most students take 3 credits per term)

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

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- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**ECE Grievance Procedures**

The ECE Department, College of Engineering, and University of Wisconsin offer multiple avenues to resolve unfair or inappropriate treatment by faculty, staff, or another student. This includes hostile and intimidating research group climate, authorship disputes, unreasonable expectations, and disrespectful behavior. The manner in which the grievance is handled depends on the nature of the issue and specific concerns of the aggrieved student. Graduate Assistants in TA, PA and/or RA appointments may utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues. Examples of matters appropriate for the GAPP grievance process include allegations of excessive work hours, violations of sick days or vacation policies, or disputes regarding the assignment of duties.

In some cases the best approach is for the aggrieved student to discuss their concern directly with the person responsible for the objectionable action.
If the student is uncomfortable making direct contact with the other individual or desires a confidential consultation about their concern, they may contact the ECE Associate Chair for Graduate Studies, the ECE Grievance Advisor, or the College of Engineering Assistant Dean for Graduate Affairs. These individuals work to resolve the concern while being sensitive to student confidentiality.

Change of advisor

Students who believe they are in a research environment that fails to meet ECE and College of Engineering standards for climate and culture should contact the ECE Associate Chair for Graduate Studies, the ECE Grievance Advisor, or the College of Engineering Assistant Dean for Graduate Affairs for additional consultation. They will work with the student to explore alternate advising arrangements and ensure continuity of financial support should the student need to leave the research group. Note that immigration status is NOT tied to a specific research advisor.

Formal Written Complaint Process

Issues that are not resolved to the student's satisfaction may be pursued at the student's discretion by submitting a written complaint to the ECE Grievance Advisor. The steps described below are based on the Definition and Procedure section of the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) Grievance Procedure.

**Step One**: The grievant must file a written statement with the ECE Grievance Advisor specifying the grievant's name, a clear and concise statement of the grievance and the issue(s) involved, the date(s) the incident or violation took place and the specific departmental, college, or university policies involved, and the relief sought. The grievance shall be signed and dated by the grievant(s) and representative (if any).

Within twenty (20) days of receipt of the written grievance, the ECE Grievance Advisor will meet with the grievant and their representative (if chosen) to hear the grievance and will return a written answer to the grievant and their representative (if chosen) no later than ten (10) days after this meeting. This answer will include a copy of the grievance procedure appeal process timeline, a list of resources and relevant contact information for future steps.

**Step Two**: If the decision in Step One is not accepted by the grievant, the grievant shall have 10 days from receipt of the answer in Step One to file an appeal with the College of Engineering Assistant Dean for Graduate Affairs. The Assistant Dean for Graduate Affairs will meet with the grievant and their representative (if chosen) within twenty (20) days from receipt of the written grievance, the ECE Graduate Student Association (GSA) and find internships and full-time jobs. ECS also maintains job listings and hosts a variety of professional development workshops each semester. The ECE Department provides unique opportunities throughout the year for students to attend and participate in various lectures, workshops, and trainings. The ECE Graduate Student Association (GSA) organizes professional development opportunities for fellow students. Students are made aware of events and opportunities via email and other communications.

**Change of advisor**

Students who believe they are in a research environment that fails to meet ECE and College of Engineering standards for climate and culture should contact the ECE Associate Chair for Graduate Studies, the ECE Grievance Advisor, or the College of Engineering Assistant Dean for Graduate Affairs for additional consultation. They will work with the student to explore alternate advising arrangements and ensure continuity of financial support should the student need to leave the research group. Note that immigration status is NOT tied to a specific research advisor.

**Grievance Advisor Procedure**

The Assistant Dean for Graduate Affairs will provide the grievant and their representative (if chosen) within twenty (20) days from receipt of the appeal of Step One and attempt to resolve the grievance. The Assistant Dean for Graduate Affairs will provide the grievant and their representative (if chosen) with a written response to the grievance no later than ten (10) days after this meeting.

**Step Three**: If the decision in Step Two is not accepted by the grievant, the grievant shall have 10 days from the receipt of the answer in Step Two to file an appeal with the Graduate School as described in Grievances and Appeals (https://grad.wisc.edu/documents/grievances-and-appeals/).

**OTHER**

Students in the online Power Engineering program are not permitted to accept assistantships.
ELECTRICAL ENGINEERING: PROFESSIONAL, M.S.

This is a named option in the Electrical Engineering M.S. (p. 616)

The Electrical and Computer Engineering Department (ECE) offers the Electrical Engineering M.S.-Professional named option program for students looking for an advanced entry into industrial electrical engineering.

It is designed to deepen the student's technical knowledge and sharpen their professional skills for a well-prepared entry into industry. The program provides a practical focus through a course-only curriculum, an accelerated and predictable 16-month completion time, and a professional development component. Well-prepared students and UW-Madison undergraduates may find it feasible to complete the program in 12 months.

The student, in consultation with an academic advisor, will choose courses that align well academically and target their career interests. When applying for the ECE M.S.-Professional program, students are required to choose an area of emphasis: Computer Engineering, Electromagnetic Fields and Waves, Solid State and Photonics, Energy and Power Systems, or a specified curriculum path of their own design. The coursework is customized based on the student's technical interests and is taught by faculty conducting cutting-edge research in their respective fields. The goal of the student's studies is to expand their knowledge in new technologies, design methods, and analysis techniques. The combined focus on technical skills and professional development will prepare graduates to assume leadership positions in industry.

The focus of the Professional program differs from the traditional research-based M.S. program. M.S.-Professional students do not conduct independent research and prepare a thesis, but rather have an accelerated course plan in a specialty area with a professional development component, either via an internship/co-op, an independent project, or through courses from Engineering Professional Development. Overall, the M.S.-Professional program requires 30 credit hours, including the professional development component. If you are interested in research and advanced concept development, you are better served pursuing a research-based M.S. program or a Ph.D. program. If you want to complete your degree in 12–16 months and enter the workforce, then the M.S.-Professional program is right for you.

M.S.-Professional students cannot be simultaneously enrolled in another graduate program at UW–Madison while completing this program.

After completing the program, students will earn a diploma stating “Master of Science in Electrical Engineering,” and the transcript will include the indication "Named Option: Professional.”

For more information on this specific degree plan, please visit the ECE website (https://advancyourcareer.wisc.edu/degrees/electrical-engineering/).

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15*</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.**</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
<tr>
<td></td>
<td>* Complete applications as of December 15 are guaranteed to be reviewed, but applicants are welcomed to submit up to March 15 and will be reviewed as space is available.</td>
</tr>
<tr>
<td></td>
<td>** For Fall 2022 applications, the GRE is optional, but we recommend submitting scores. Applicants who have earned, or will be earning before starting the program, a bachelor's degree from UW-Madison are exempt from submitting a GRE test score.</td>
</tr>
</tbody>
</table>

A submitted online application (https://apply.grad.wisc.edu/) is required, consisting of:

- Resume/CV;
- Statement of purpose: see the suggested guidelines provided by the Graduate School: https://grad.wisc.edu/apply/prepare (https://grad.wisc.edu/apply/prepare/);
- Most up to date unofficial transcript(s) from all previous higher education institutions, regardless of whether or not a degree was earned (official transcripts are requested of only recommended applicants); international academic records must be in the original language accompanied by an official English translation;
- Payment of the one-time application fee of $75.00, plus the $6.00 English Proficiency Examinations fee; this fee is non-refundable. It can be paid by credit card (MasterCard or Visa) or debit/ATM card.
- Test scores and letters of recommendation as detailed above.

Applications must be entirely complete by the deadline, including test scores and letters of recommendation. Please note that it is highly advised to take the GRE and TOEFL/IELTS tests well in advance of the application deadline in order to ensure time for receiving and processing of the scores. Please do not mail any paper copies of application materials, except IELTS scores. They will not be reviewed.

Information for international students, including proof of funding and visa information, can be found on the Graduate School's website.
By Wisconsin state law, the application fee can only be waived or deferred under the conditions outlined by the Graduate School. The department welcomes applications from scientific, engineering, and mathematical disciplines other than ECE.

**REENTRY ADMISSIONS**

If you were previously enrolled as a graduate student at UW–Madison, but have had a break in enrollment for at least one fall or spring semester, you will need to apply to resume your studies.

For applicants previously enrolled in a graduate program other than ECE, you must complete a new online application, including all materials, for admission.

For applicants previously enrolled in ECE as a graduate student, you must complete a reentry application. Reentry applicants may apply for the fall term with a deadline of June 1.

In order to apply as a reentry applicant, you must:

- complete the online application (https://apply.grad.wisc.edu), including the personal information section, program and term selection, and supplementary application;
- upload a CV/resume in the application portal;
- upload a statement of purpose in the application portal;
- upload any new unofficial transcripts from previous higher education institutions, excluding UW-Madison; and
- submit three letters of recommendation if the break in enrollment equals or is greater than four semesters (fall, spring).

Letters of recommendation should be emailed directly to the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu) from the recommender.

If the reentry applicant is unable to upload any of the additional required materials, please email them to the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu).

**CURRENT GRADUATE STUDENT ADMISSIONS**

Students currently enrolled as a graduate student at UW-Madison, whether in or other than ECE, wishing to apply to this degree program should contact the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu) to inquire about the process and respective deadlines several months in advance of the anticipated enrollment term. Current students may apply to change or add programs for any term (fall, spring, or summer).

**QUESTIONS?**

Please review the frequently asked questions answered by the Graduate School here (https://grad.wisc.edu/apply/).

If you have any admissions questions, please do not hesitate to contact the ECE Graduate Admissions Team at ecegradadmission@engr.wisc.edu.
Minimum Graduate Coursework Requirement
Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement
3.00 GPA required.

Other Grade Requirements
n/a

Assessments and Examinations
n/a

Language Requirements
Non-native speakers of English who enroll in the M.S. program must take the ESLAT test on arrival at the university and then take any recommended courses based on the exam results. In addition, if a student's advisor believes that his or her technical writing ability needs improvement, the student may be required to undertake remedial work.

### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E C E 610</td>
<td>Seminar in Electrical and Computer Engineering</td>
<td>1</td>
</tr>
</tbody>
</table>

**Elective Courses**

12 of the 30 credit hours must be taken within one curriculum path. Please see sample curriculum paths below. Students may take courses from combinations of different paths to create custom degrees that are well-aligned with their professional goals with advisor approval.1

**Other Course Requirements**

21 of the 30 credit hours must be taken in E C E. Approved graduate or undergraduate transfer credits in ECE courses may count toward the 21 E C E credits.

No more than 9 credits can be taken outside of E C E.

Special topics courses E C E 601 Special Topics in Electrical and Computer Engineering or E C E 901 Special Topics in Electrical and Computer Engineering may be used for up to 3 credits towards a curriculum path with advisor approval.

No more than 3 independent study credits count toward the degree. This includes E C E 699 and E C E 999.

No more than 3 credits of ESL courses count toward the degree.

Thesis credits are not allowed (E C E 790 or E C E 890).1

Please keep written communications (emails are acceptable) of approvals from your faculty advisor.

### SAMPLE CURRICULUM PATHS

**Computer Engineering**

Select 12 credits from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E C E 551</td>
<td>Digital System Design and Synthesis</td>
<td>3</td>
</tr>
<tr>
<td>E C E/COMP SCI 552</td>
<td>Introduction to Computer Architecture</td>
<td>3</td>
</tr>
<tr>
<td>E C E 555</td>
<td>Digital Circuits and Components</td>
<td>3</td>
</tr>
<tr>
<td>E C E/COMP SCI 750</td>
<td>Real-time Computing Systems</td>
<td>3</td>
</tr>
<tr>
<td>E C E 751</td>
<td>Embedded Computing Systems</td>
<td>3</td>
</tr>
<tr>
<td>E C E 753</td>
<td>Fault-Tolerant Computing</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI 537</td>
<td>Introduction to Operating Systems</td>
<td>4</td>
</tr>
</tbody>
</table>

**Networking and Security**

Select 12 credits from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E C E 537</td>
<td>Communication Networks</td>
<td>3</td>
</tr>
<tr>
<td>E C E/COMP SCI 707</td>
<td>Mobile and Wireless Networking</td>
<td>3</td>
</tr>
<tr>
<td>E C E 751</td>
<td>Embedded Computing Systems</td>
<td>3</td>
</tr>
<tr>
<td>E C E 753</td>
<td>Fault-Tolerant Computing</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI 537</td>
<td>Introduction to Operating Systems</td>
<td>4</td>
</tr>
<tr>
<td>COMP SCI 642</td>
<td>Introduction to Information Security</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI 763</td>
<td>Security and Privacy for Data Science</td>
<td>3</td>
</tr>
</tbody>
</table>

**Computer-Aided Design**

Select 12 credits from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E C E 551</td>
<td>Digital System Design and Synthesis</td>
<td>3</td>
</tr>
<tr>
<td>E C E 553</td>
<td>Testing and Testable Design of Digital Systems</td>
<td>3</td>
</tr>
<tr>
<td>E C E 555</td>
<td>Digital Circuits and Components</td>
<td>3</td>
</tr>
<tr>
<td>E C E 556</td>
<td>Design Automation of Digital Systems</td>
<td>3</td>
</tr>
<tr>
<td>E C E 751</td>
<td>Embedded Computing Systems</td>
<td>3</td>
</tr>
<tr>
<td>E C E/COMP SCI 755</td>
<td>VLSI Systems Design</td>
<td>3</td>
</tr>
<tr>
<td>E C E/COMP SCI 756</td>
<td>Computer-Aided Design for VLSI</td>
<td>3</td>
</tr>
</tbody>
</table>

**Computer Architecture**

Select 12 credits from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E C E 551</td>
<td>Digital System Design and Synthesis</td>
<td>3</td>
</tr>
<tr>
<td>E C E/COMP SCI 552</td>
<td>Introduction to Computer Architecture</td>
<td>3</td>
</tr>
<tr>
<td>E C E 553</td>
<td>Testing and Testable Design of Digital Systems</td>
<td>3</td>
</tr>
<tr>
<td>E C E/COMP SCI 752</td>
<td>Advanced Computer Architecture I</td>
<td>3</td>
</tr>
<tr>
<td>E C E/COMP SCI 755</td>
<td>VLSI Systems Design</td>
<td>3</td>
</tr>
<tr>
<td>E C E/COMP SCI 757</td>
<td>Advanced Computer Architecture II</td>
<td>3</td>
</tr>
<tr>
<td>E C E/COMP SCI/ E M A/E P/M E 759</td>
<td>High Performance Computing for Applications in Engineering</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI 537</td>
<td>Introduction to Operating Systems</td>
<td>4</td>
</tr>
<tr>
<td>COMP SCI 758</td>
<td>Advanced Topics in Computer Architecture</td>
<td>3</td>
</tr>
</tbody>
</table>
E&M Fields and Waves

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 447</td>
<td>Applied Communications Systems</td>
<td>3</td>
</tr>
<tr>
<td>ECE 545</td>
<td>Advanced Microwave Measurements for Communications</td>
<td>3</td>
</tr>
<tr>
<td>ECE 547</td>
<td>Advanced Communications Circuit Design</td>
<td>3</td>
</tr>
<tr>
<td>ECE 740</td>
<td>Electromagnetic Theory</td>
<td>3</td>
</tr>
<tr>
<td>ECE 742</td>
<td>Computational Methods in Electromagnetics</td>
<td>3</td>
</tr>
<tr>
<td>ECE 744</td>
<td>Theory of Microwave Circuits and Devices</td>
<td>3</td>
</tr>
<tr>
<td>ECE/PHYSICS 748</td>
<td>Linear Waves</td>
<td>3</td>
</tr>
<tr>
<td>ECE/N E/PHYSICS 749</td>
<td>Coherent Generation and Particle Beams</td>
<td>3</td>
</tr>
<tr>
<td>ECE 841</td>
<td>Antennas</td>
<td>3</td>
</tr>
<tr>
<td>ECE/PHYSICS 848</td>
<td>Nonlinear Waves</td>
<td>3</td>
</tr>
</tbody>
</table>

Energy and Power Systems

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 411</td>
<td>Introduction to Electric Drive Systems</td>
<td>3</td>
</tr>
<tr>
<td>ECE 412</td>
<td>Power Electronic Circuits</td>
<td>3</td>
</tr>
<tr>
<td>ECE 427</td>
<td>Electric Power Systems</td>
<td>3</td>
</tr>
<tr>
<td>ECE 504</td>
<td>Electric Machine &amp; Drive System Laboratory</td>
<td>2-3</td>
</tr>
<tr>
<td>ECE 511</td>
<td>Theory and Control of Synchronous Machines</td>
<td>3</td>
</tr>
<tr>
<td>ECE 711</td>
<td>Dynamics and Control of AC Drives</td>
<td>3</td>
</tr>
<tr>
<td>ECE 713</td>
<td>Electromagnetic Design of AC Machines</td>
<td>3</td>
</tr>
</tbody>
</table>

Power Electronics

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 411</td>
<td>Introduction to Electric Drive Systems</td>
<td>3</td>
</tr>
<tr>
<td>ECE 412</td>
<td>Power Electronic Circuits</td>
<td>3</td>
</tr>
<tr>
<td>ECE 427</td>
<td>Electric Power Systems</td>
<td>3</td>
</tr>
<tr>
<td>ECE 512</td>
<td>Power Electronics Laboratory</td>
<td>3</td>
</tr>
<tr>
<td>ECE 711</td>
<td>Dynamics and Control of AC Drives</td>
<td>3</td>
</tr>
<tr>
<td>ECE 712</td>
<td>Solid State Power Conversion</td>
<td>3</td>
</tr>
<tr>
<td>ECE 714</td>
<td>Utility Application of Power Electronics</td>
<td>3</td>
</tr>
</tbody>
</table>

PROFESSIONAL DEVELOPMENT ACTIVITIES

Students are strongly encouraged to participate in one of the professional development activities below:

- With assistance from Engineering Career Services, obtain a summer internship and enroll in up to 2 credits of ECE 702 Graduate Cooperative Education Program.
- Enroll in the summer course INTEREGR 601 Topics in Interdisciplinary Engineering.
- Enroll in up to 3 credits of ECE 699 Advanced Independent Study and be co-supervised by an advisor working in industry (choice of industry advisor is subject to program approval).
- Complete at least two of the online "Foundations of Professional Development" courses. Each course is eight weeks and 1 credit.
PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate course work from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate*

With program approval, up to 7 credits from UW-Madison numbered 400 or above can be counted toward the minimum graduate degree credit requirement, or E C E courses numbered 700 or above can be counted toward the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement.

Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

*ABET-Accredited Undergraduate Credit from Other Institutions: With program approval, students may count up to 7 credits of undergraduate coursework from a Bachelor of Science degree in Electrical Engineering, Computer Engineering, Electrical and Computer Engineering, Electrical Engineering and Computer Science, or Computer Science from an ABET-accredited program at other institutions (not UW–Madison) toward fulfillment of minimum degree requirements. Courses numbered 300 or above may be counted toward the minimum graduate degree credit requirement and courses numbered 700 or above may be counted toward the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

Policies set by the academic degree program can be found below.

PROBATION

The status of a student can be one of three options: 1. Good standing (progressing according to standards; any funding guarantee remains in place). 2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status). 3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

All students are required to conduct a yearly progress report meeting with their advisor, scheduled by December 17 and completed by April 30. Failure to do so will result in a hold being placed on the student’s registration.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

If students have been absent for five or more years, they must file a new Graduate School application for admission and submit it with a new application fee. Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Students may count the course work completed before their absence for meeting graduate degree credit requirements; the Graduate School will not count that work toward the Graduate School's minimum residence credit minimum.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
Students desiring confidentiality of their circumstances should consult with the Associate Chair for Graduate Studies.

**Appeal of Previous Decisions**

Appeals of ECE Graduate Committee decisions may be pursued regarding any academic issue, including exceptions to program requirements, progress requirements, AGS and Qualifying Exam decisions. Appeals will only be considered if the student provides new information that was not available to the ECE Graduate Committee at the time the original decision was made. Appeals must be submitted within one month of the date the student was notified of the ECE Graduate Committee action being appealed.

If the student believes their appeal was not appropriately handled or resolved by the ECE Department, the student may further appeal to the College of Engineering by contacting the Assistant Dean for Graduate Affairs. Such appeals must be submitted within one month of the date the student was notified of the ECE Graduate Committee denial.

**Grievances**

The ECE Department, College of Engineering, and University of Wisconsin offer multiple avenues to resolve unfair or inappropriate treatment by faculty, staff, or another student. This includes hostile and intimidating research group climate, authorship disputes, unreasonable expectations, and disrespectful behavior. The manner in which the grievance is handled depends on the nature of the issue and specific concerns of the aggrieved student. Graduate Assistants in TA, PA and/or RA appointments may utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues. Examples of matters appropriate for the GAPP grievance process include allegations of excessive work hours, violations of sick days or vacation policies, or disputes regarding the assignment of duties.

In some cases the best approach is for the aggrieved student to discuss their concern directly with the person responsible for the objectionable action.

If the student is uncomfortable making direct contact with the other individual or desires a confidential consultation about their concern, they may contact the ECE Associate Chair for Graduate Studies, the ECE Grievance Advisor, or the College of Engineering Assistant Dean for Graduate Affairs. These individuals work to resolve the concern while being sensitive to student confidentiality.

**Change of Advisor**

Students who believe they are in a research environment that fails to meet ECE and College of Engineering standards for climate and culture should contact the ECE Associate Chair for Graduate Studies, the ECE Grievance Advisor, or the College of Engineering Assistant Dean for Graduate Affairs for additional consultation. They will work with the student to explore alternate advising arrangements and ensure continuity of financial support should the student need to leave the research group. Note that immigration status is NOT tied to a specific research advisor.

**Formal Written Complaint Process**

Issues that are not resolved to the student’s satisfaction may be pursued at the student’s discretion by submitting a written complaint to the ECE Grievance Advisor. The steps described below are based on the Definition and Procedure section of the Graduate Assistantship Policies
and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) Grievance Procedure.

Step One: The grievant must file a written statement with the ECE Grievance Advisor specifying the grievant’s name, a clear and concise statement of the grievance and the issue(s) involved, the date(s) the incident or violation took place and the specific departmental, college, or university policies involved, and the relief sought. The grievance shall be signed and dated by the grievant(s) and representative (if any).

Within twenty (20) days of receipt of the written grievance, the ECE Grievance Advisor will meet with the grievant and their representative (if chosen) to hear the grievance and will return a written answer to the grievant and their representative (if chosen) no later than ten (10) days after this meeting. This answer will include a copy of the grievance procedure appeal process timeline, a list of resources and relevant contact information for future steps.

Step Two: If the decision in Step One is not accepted by the grievant, the grievant shall have 10 days from receipt of the answer in Step One to file an appeal with the College of Engineering Assistant Dean for Graduate Affairs. The Assistant Dean for Graduate Affairs will meet with the grievant and their representative (if chosen) within twenty (20) days from receipt of the appeal of Step One and attempt to resolve the grievance. The Assistant Dean for Graduate Affairs will provide the grievant and their representative (if chosen) with a written response to the grievance no later than ten (10) days after this meeting.

Step Three: If the decision in Step Two is not accepted by the grievant, the grievant shall have 10 days from the receipt of the answer in Step Two to file an appeal with the Graduate School as described in Grievances and Appeals (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver without department approval. Students in this program may not take courses outside the prescribed curriculum without faculty advisor approval. Students in this program cannot enroll concurrently in other undergraduate, graduate or certificate programs.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

DEPARTMENT OF ELECTRICAL AND COMPUTER ENGINEERING RESOURCES

UW–Madison, the College of Engineering, and ECE have an abundance of professional development opportunities for students to take advantage of in order to better prepare themselves for internships and job positions during and following their education. First of all, the ECE Department strongly encourages students to utilize the Graduate School’s professional development resources (https://grad.wisc.edu/professional-development/). Engineering Career Services (ECS) (http://ecs.wisc.edu) hosts multiple career fairs each semester where students can directly interact with prospective employers, schedule interviews, and find internships and full-time jobs. ECS also maintains job listings and hosts a variety of professional development workshops each semester. The ECE Department provides unique opportunities throughout the year for students to attend and participate in various lectures, workshops, and trainings. The ECE Graduate Student Association (GSA) organizes professional development opportunities for fellow students. Students are made aware of events and opportunities via email and other communications.

PEOPLE

PROFESSORS

Susan Hagness (Chair)
David T. Anderson
Nader Behdad
John Booske
Dan Botez
Azadeh Davoodi
John A. Gubner (Associate Chair for Operations)
William N. Hitchon
Yu Hen Hu
Thomas Jahns
Hongrui Jiang
Irena Knezevic
Bernard Lesieutre (Associate Chair for Undergraduate Studies)∗
Mikko Lipasti
Zhenqiang Ma
Luke J. Mawst
Robert Nowak
Parameswaran Ramanathan
William A. Sethares
Daniel van der Weide
Barry Van Veen (Associate Chair for Graduate and Online Studies)
Giri Venkataramanan
Amy E. Wendt

ASSOCIATE PROFESSORS

Mikhail Kats
Daniel Ludois
Paul H. Milenkovic
Umit Ogras
Bulent Sarlioglu
Zongfu Yu

ASSISTANT PROFESSORS

Joseph Andrews
Kassem Fawaz
Dominic Gross
Younghuyun Kim
Bhuvana Krishnaswamy
Kangwook Lee
Chu Ma
Matthew Malloy (adjunct)
Dimitris Papailiopoulos
Line Roald
Joshua San Miguel
Eric Severson
Andreas Velten
Ramya Korlakai Vinayak
FACULTY ASSOCIATES

Mark C. Allie
Eduardo Arvelo
Steven Fredette
Eric Hoffman
Joe Krachey
Srdjan Milicic
Pia Strampp (associate lecturer)

*For scholarship information, please contact Professor Lesieutre.

See also Electrical and Computer Engineering Faculty Directory (https://directory.engr.wisc.edu/ece/faculty/).

ELECTRICAL ENGINEERING: RESEARCH, M.S.

This is a named option in the Electrical Engineering M.S. (p. 616)

The Electrical and Computer Engineering (ECE) Department offers the Electrical Engineering M.S.-Research named option program which emphasizes the enhancement of professional knowledge and research techniques.

The M.S.-Research program is intended for students who seek training in research and advanced concept development, and who want to pursue an in-depth research project with a faculty member. Students desiring the highest level of research training should apply to a Ph.D. program; often a M.S.-Research degree is earned along the way to a Ph.D. degree.

A distinguishing feature of the M.S.-Research program, in comparison to ECE's other master's degree programs, is the preparation of a thesis or a project report based on a research problem. The M.S.-Research program typically takes 24 months to complete.

After completing the program, students will earn a diploma stating "Master of Science in Electrical Engineering" and the transcript will include the indication "Named Option: Research."

For more information on this specific degree plan, please visit the ECE website (https://www.engr.wisc.edu/department/electrical-computer-engineering/academics/master-of-science-electrical-engineering/).

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://apply.grad.wisc.edu/apply/requirements/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
</tbody>
</table>

GRE (Graduate Record Examinations) Required.*

English Proficiency Test
Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required
3

* For Fall 2022 applications, the GRE is optional, but we recommend submitting scores.
Applicants who have earned, or will be earning before starting the program, a bachelor’s degree from UW-Madison are exempt from submitting a GRE test score.

A submitted application (https://apply.grad.wisc.edu/) is required, consisting of:

- Resume/CV;
- Statement of purpose; see the suggested guidelines provided by the Graduate School: https://grad.wisc.edu/apply/prepare (https://grad.wisc.edu/apply/prepare/)
- Must complete the supplemental application section that identifies their research interest area
- Most up to date unofficial transcript(s) from all previous higher education institutions, regardless of whether or not a degree was earned (official transcripts are requested of only recommended applicants); international academic records must be in the original language accompanied by an official English translation.
- Payment of the one-time application fee of $75.00, plus the $6.00 international processing fee; this fee is non-refundable. It can be paid by credit card (MasterCard or Visa) or debit/ATM card.
- Test scores and three letters of recommendation as detailed above.

Applications must be entirely complete by the deadline, including test scores and letters of recommendation. Please note that it is highly advised to take the GRE and TOEFL/IELTS tests well in advance of the application deadline in order to ensure time for receiving and processing of the scores. Please do not mail any paper copies of application materials, except IELTS scores. They will not be reviewed.

When an applicant submits an application, they are automatically also put in the pool to be considered for funding from the department. Funding decisions come directly from faculty members. However, funding is limited and never guaranteed. All admitted, incoming students should anticipate to fund themselves. Those selected for funding will be contacted separately and directly by ECE faculty.

Information for international students, including proof of funding and visa information, can be found on the Graduate School’s website (https://grad.wisc.edu/international-students) (https://grad.wisc.edu/international-students/).
By Wisconsin state law, the application fee can only be waived or deferred under the conditions outlined by the Graduate School (https://grad.wisc.edu/apply/fee-grant (https://grad.wisc.edu/apply/fee-grant/)).

The department welcomes applications from scientific, engineering, and mathematical disciplines other than ECE. Applicants with a bachelor's degree may apply directly to the Ph.D. program.

REENTRY ADMISSIONS

If you were previously enrolled as a graduate student at UW-Madison, but have had a break in enrollment for at least one fall or spring semester, you will need to apply to resume your studies.

For applicants previously enrolled in a graduate program other than ECE, you must complete a new online application, including all materials, for admission.

For applicants previously enrolled in ECE as a graduate student, you must complete a reentry application. Reentry applicants may apply for the fall term with a deadline of June 1.

In order to apply as a reentry applicant, you must:

• complete the online application (https://apply.grad.wisc.edu (https://apply.grad.wisc.edu/)), including the personal information section, program and term selection, and supplementary application;
• upload a CV/resume in the application portal;
• upload a statement of purpose in the application portal;
• upload any new unofficial transcripts from previous higher education institutions, excluding UW-Madison; and
• submit three letters of recommendation if the break in enrollment equals or is greater than four semesters (fall, spring).

Letters of recommendation should be emailed directly to the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu) from the recommender.

If the reentry applicant is unable to upload any of the additional required materials, please email them to the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu).

CURRENT GRADUATE STUDENT ADMISSIONS

Students currently enrolled as a graduate student at UW-Madison, whether in or other than ECE, wishing to apply to this degree program should contact the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu) to inquire about the process and respective deadlines several months in advance of the anticipated enrollment term. Current students may apply to change or add programs for any term (fall, spring, or summer).

QUESTIONS?

Please review the frequently asked questions answered by the Graduate School here (https://grad.wisc.edu/apply/).

If you have any admissions questions, please do not hesitate to contact the ECE Graduate Admissions Team at ecegradadmission@engr.wisc.edu.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in the ECE M.S.-Research program are eligible for assistantships from ECE and other departments.

RESEARCH ASSISTANTSHIPS (RA)

Students should contact professors in their area of interest. Professors decide whom they will appoint on their research grants.

TEACHING ASSISTANTSHIPS (TA) AND GRADER POSITIONS

Current graduate students may apply for teaching assistantships or hourly grader positions via the ECE TA/Grader Portal (https://apps.aims.wisc.edu/tagrader/default.aspx). If you are interested in applying for TA or grader position in a department other than ECE, please contact the respective department to ask about their own application process. Students currently holding a research assistant or fellowship position that are interested in teaching assistant positions should discuss options with their research advisor(s) before applying.

International students who are non-native English speakers are required to pass the SPEAK Test (https://esl.wisc.edu/ita-training/speak/) through the English as a Second Language Program on campus. Students wishing to take the SPEAK Test should contact the ECE TA Coordinator via e-mail to register for the exam.

PROJECT ASSISTANTSHIPS (PA)

There are project assistant opportunities on campus for various purposes and departments and offices. Often announcements of openings are posted on TA/PA bulletin boards in Engineering Hall and on the UW Job Center webpage (http://www.jobcenter.wisc.edu/). You may also contact individual faculty members to inquire about possible opportunities.

FELLOWSHIPS

Information concerning fellowships is sent to graduate students via email from the department, faculty, and/or the Graduate School.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>30 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td></td>
</tr>
<tr>
<td>Minimum Residence Credit</td>
<td>16 credits</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Requirement</th>
<th>16 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Graduate Coursework</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Requirement</th>
<th>At least 50% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

Assessments and Examinations

| Language       | See “English Competency for Non-Native English Requirements Speakers”, below. |

**REQUIRED COURSES**

Degree Credit Requirement:

UW-Madison Graduate School policy states that the M.S. degree requires at least 30 credits of courses (300 level or above, no audits or pass-fail) completed as a graduate student at UW-Madison: https://grad.wisc.edu/documents/minimum-graduate-degree-credit-requirement/.

The E C E department requires 30 credits for an M.S. degree and does not count E C E 300-level courses toward M.S. or Ph.D. requirements.

**Research Option MS Degree Plans**

There are two distinct plans of study, from which students must choose in order to fulfill the requirements for the research option E C E M.S. degree: Thesis and Project.

**Thesis Plan**

To fulfill the requirements of the Thesis Plan, the student must earn 30 graduate credits, attained with acceptable grades as defined on the Policies tab. Of these 30 credits, at least 15 must be in E C E Courses 400-level or higher, and at least 15 must be in courses numbered 700 or higher. Only graduate courses, namely those courses listed or approved for listing in the Graduate School Bulletin are applicable for graduate credit, with the exceptions that 300-level E C E courses and E C E 702 Graduate Cooperative Education Program are not acceptable. E C E 890 Pre-Dissertation’s Research and E C E 990 Dissertation’s Research are not applicable to the M.S. degree.

Of the 30 credits, a minimum of 3 and a maximum of 9 credits must be in E C E 790 Master’s Research. These E C E 790 credits are applicable toward both the 15 E C E credit requirement and the 700-level requirement. The combined number of credits in E C E 790, E C E 699 Advanced Independent Study, and E C E 999 Advanced Independent Study applied toward the degree may not exceed 9.

At the conclusion of the research program, a thesis must be prepared. If the thesis is formally defended, then a thesis committee must consist of at least 3 members, 2 of whom must be graduate faculty or former graduate faculty up to one year after resignation or retirement. If there is no formal defense, the thesis only needs to be approved by the student’s graduate faculty advisor.

If depositing through Memorial Library, the thesis must: 1) conform to Graduate School and library formats; and 2) be filed with the Memorial Library where it is cataloged and stacked for future reference (if required by the master’s thesis committee). If submitting to Minds@UW, an electronic copy must be sent to the E C E Graduate Student Services Coordinator, who will deposit it into Minds@UW, Department of Electrical and Computer Engineering Thesis Collection. The Minds@UW system will provide a permanent URL, safe long-term archiving and is indexed by Google, Google Scholar and other specialty academic search engines. The Minds@UW submission form can be found here (https://www.engr.wisc.edu/department/electrical-computer-engineering/academics/ece-graduate-student-handbooks/).

At the conclusion of the thesis, all grades of P (Progress) and I (Incomplete) in E C E 790 Master’s Research are changed to either S (Satisfactory) or U (Unsatisfactory) by the advisor. In the final semester the student is required to check in at the E C E Graduate Student Services Office to apply for a degree warrant by the announced deadline.

**Project Plan**

The Project Plan consists of the same credit and course requirements as the Thesis Plan. Under this plan, the student must perform a research project in consultation with a faculty advisor. At the conclusion of the project, a report is prepared. The research project is generally more limited in scope than a thesis and typically is not awarded as many credits. The report need not conform to Graduate School and library formats, but it must be typewritten. The student’s advisor must
approve the report. No library or Minds@UW copy is required, but may be requested by the faculty. In the final semester, the student is required to check in at the E C E Graduate Student Services Office to apply for a degree warrant by the announced deadline.

E C E 610 Seminar Requirement

All on-campus E C E graduate students must register for E C E 610 Seminar in Electrical and Computer Engineering during their first Fall semester of graduate studies. MS-degree seeking students must take 1 credit of E C E 610 in the Fall semester of which they are entering the program. Students with a course conflict with E C E 610 can defer taking the seminar by one year provided their faculty advisor agrees.

The purpose of E C E 610 is to prepare students for success in graduate school and expose them to areas within E C E as well as related fields outside of E C E, such as biotechnology, physics, computer science, mathematics, or business. Electrical and Computer Engineering is very interdisciplinary in nature, and so it is important that students be aware of advanced research and development in areas other than their own.

English Competency for Non-Native English Speakers

Effective written and oral communication is vital for a successful academic career. International students whose native language is not English will be required to take the English as a Second Language Assessment Test (ESLAT), offered by the English as a Second Language (ESL) Program.

The ESLAT must be taken as soon as the student arrives at the university. The test is offered in the Fall and Spring during the week before the beginning of instruction. For more information, see the ESL home page at https://esl.wisc.edu/international-students/placement/.

Based on ESLAT performance, specific ESL courses may be recommended. These courses must be taken and passed within 12 months of the ESLAT. Otherwise, the student will not be permitted to register during the third semester after entering the graduate program. Any ESL courses numbered 300 or above can be counted towards graduate degree requirements but not toward E C E course requirements. Completion of ESLAT and recommended courses is also a requirement for graduation of an international student whose native language is not English.

Students are exempt from taking the ESLAT if:

• English is the exclusive language of instruction at the undergraduate institution; or
• they have earned a degree from a regionally accredited U.S. college or university not more than 5 years prior to the anticipated semester of enrollment; or
• they have completed at least two full-time semesters of graded course work, exclusive of ESL courses, in a U.S. college or university, or at an institution outside the U.S. where English is the exclusive language of instruction, not more than 5 years prior to the anticipated semester of enrollment.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate*

With program approval, up to 7 credits from UW-Madison numbered 400 or above can be counted toward the minimum graduate degree credit requirement, or E C E courses numbered 700 or above can be counted toward the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

*ABET-Accredited Undergraduate Credit from Other Institutions: With program approval, students may count up to seven credits of undergraduate coursework from a Bachelor of Science degree in Electrical Engineering, Computer Engineering, Electrical and Computer Engineering, Electrical Engineering and Computer Science, or Computer Science from an ABET-accredited program at other institutions (not UW–Madison) toward fulfillment of minimum degree requirements. Courses numbered 300 or above may be counted toward the minimum graduate degree credit requirement and courses numbered 700 or above may be counted toward the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count up to 9 credits of coursework numbered 400 or above taken as a UW–Madison University Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement. Courses numbered 700 or above taken as a UW–Madison Special student toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

PROBATION

Students must be in good academic standing with the Graduate School, their program, and their advisor. The Graduate School regularly reviews the record of any student who received grades of BC, C, D, F, or I in undergraduate-level courses (300 or above), or grades of U in research and thesis. This review could result in academic probation with a hold on future enrollment, and the student may be suspended from graduate studies.

The Graduate School may also put students on probation for incompletes not cleared within one term. All incomplete grades must be resolved before a degree is granted.
The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full-time enrollment, the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School.

**ADVISOR / COMMITTEE**

New students must declare an advisor by the end of the second week of classes in the first semester.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employees.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**ECE Grievance Procedures**

**Exceptions, Extensions, and Appeals**

Petitions for exceptions to academic requirements are considered on an individual case-by-case basis and granted exceptions do not constitute a precedent. Deviations from established policies are strongly discouraged, but certain extenuating academic and personal circumstances may warrant exceptions. Petitions for course exceptions/substitutions, exceptions to the Satisfactory Progress Expectations (academic or conduct), or other policy exceptions shall be directed to the ECE Graduate Committee, and in some circumstances to the appropriate program coordinator. The following procedures apply to all petitions:

1. Student must first consult with their advisor(s).
2. Student is advised to also consult with the ECE Graduate Student Services Coordinator for additional advice.
3. Student and advisor(s) must both submit written documentation requesting and explaining the petition to the ECE Graduate Student Services Coordinator:
4. Identify the specific requirement/rule/expectation pertinent to the petition;
5. Explain the rationale for petition and why it should be granted;
6. Advisor(s) must support the petition.

The ECE Graduate Student Services Coordinator will forward the petition to the ECE Graduate Committee and appropriate program coordinator for adjudication. Student and advisor(s) will be notified of the ECE Graduate Committee's decision and the note will be placed in the student's file.

Please note that petitions for exceptions to clearly-defined program rules are rarely approved by the ECE Graduate Committee.

**Progress Requirements**

The ECE Graduate Committee may grant extensions to normal progress requirements in circumstances such as childbirth, adoption, significant responsibilities with respect to elder or dependent care obligations, disability or chronic illness, or circumstances beyond one’s personal control. Petitions for extensions should provide evidence of plans and ability to return to conformance with program expectations and to acceptably complete the program. Extensions beyond one semester will be granted only in the event of highly extraordinary circumstances. Extensions will be recorded with a note of explanation placed in the student's file.

Students desiring confidentiality of their circumstances should consult with the Associate Chair for Graduate Studies.

**Appeal of Previous Decisions**

Appeals of ECE Graduate Committee decisions may be pursued regarding any academic issue, including exceptions to program requirements, progress requirements, AGS and Qualifying Exam decisions. Appeals will only be considered if the student provides new information that was not
available to the ECE Graduate Committee at the time the original decision was made. Appeals must be submitted within one month of the date the student was notified of the ECE Graduate Committee action being appealed.

If the student believes their appeal was not appropriately handled or resolved by the ECE Department, the student may further appeal to the College of Engineering by contacting the Assistant Dean for Graduate Affairs. Such appeals must be submitted within one month of the date the student was notified of the ECE Graduate Committee denial.

Grievances

The ECE Department, College of Engineering, and University of Wisconsin offer multiple avenues to resolve unfair or inappropriate treatment by faculty, staff, or another student. This includes hostile and intimidating research group climate, authorship disputes, unreasonable expectations, and disrespectful behavior. The manner in which the grievance is handled depends on the nature of the issue and specific concerns of the aggrieved student. Graduate Assistants in TA, PA and/or RA appointments may utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues. Examples of matters appropriate for the GAPP grievance process include allegations of excessive work hours, violations of sick days or vacation policies, or disputes regarding the assignment of duties.

In some cases the best approach is for the aggrieved student to discuss their concern directly with the person responsible for the objectionable action.

If the student is uncomfortable making direct contact with the other individual or desires a confidential consultation about their concern, they may contact the ECE Associate Chair for Graduate Studies, the ECE Grievance Advisor, or the College of Engineering Assistant Dean for Graduate Affairs. These individuals work to resolve the concern while being sensitive to student confidentiality.

Change of advisor

Students who believe they are in a research environment that fails to meet ECE and College of Engineering standards for climate and culture should contact the ECE Associate Chair for Graduate Studies, the ECE Grievance Advisor, or the College of Engineering Assistant Dean for Graduate Affairs for additional consultation. They will work with the student to explore alternate advising arrangements and ensure continuity of financial support should the student need to leave the research group. Note that immigration status is NOT tied to a specific research advisor.

Formal Written Complaint Process

Issues that are not resolved to the student’s satisfaction may be pursued at the student’s discretion by submitting a written complaint to the ECE Grievance Advisor. The steps described below are based on the Definition and Procedure section of the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) Grievance Procedure.

Step One: The grievant must file a written statement with the ECE Grievance Advisor specifying the grievant’s name, a clear and concise statement of the grievance and the issue(s) involved, the date(s) the incident or violation took place and the specific departmental, college, or university policies involved, and the relief sought. The grievance shall be signed and dated by the grievant(s) and representative (if any).

Within twenty (20) days of receipt of the written grievance, the ECE Grievance Advisor will meet with the grievant and their representative (if chosen) to hear the grievance and will return a written answer to the grievant and their representative (if chosen) no later than ten (10) days after this meeting. This answer will include a copy of the grievance procedure appeal process timeline, a list of resources and relevant contact information for future steps.

Step Two: If the decision in Step One is not accepted by the grievant, the grievant shall have 10 days from receipt of the answer in Step One to file an appeal with the College of Engineering Assistant Dean for Graduate Affairs. The Assistant Dean for Graduate Affairs will meet with the grievant and their representative (if chosen) within twenty (20) days from receipt of the appeal of Step One and attempt to resolve the grievance.

The Assistant Dean for Graduate Affairs will provide the grievant and their representative (if chosen) with a written response to the grievance no later than ten (10) days after this meeting.

Step Three: If the decision in Step Two is not accepted by the grievant, the grievant shall have 10 days from the receipt of the answer in Step Two to file an appeal with the Graduate School as described in Grievances and Appeals (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER

Funding is not guaranteed and applicants should be prepared to fund their degree. The department awards a small number of research assistantships, teaching assistantships, project assistantships, and fellowships each year. All applications are automatically considered for department funding.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

DEPARTMENT OF ELECTRICAL AND COMPUTER ENGINEERING RESOURCES

UW–Madison, the College of Engineering, and ECE have an abundance of professional development opportunities for students to take advantage of in order to better prepare themselves for internships and job positions during and following their education. First of all, the ECE Department strongly encourages students to utilize the Graduate School’s professional development resources (https://grad.wisc.edu/professional-development/). Engineering Career Services (ECS) (http://ecs.wisc.edu) hosts multiple career fairs each semester where students can directly interact with prospective employers, schedule interviews, and find internships and full-time jobs. ECS also maintains job listings and hosts a variety of professional development workshops each semester. The ECE Department provides unique opportunities throughout the year for students to attend and participate in various lectures, workshops, and trainings. The ECE Graduate Student Association (GSA) organizes professional development opportunities for fellow students. Students are made aware of events and opportunities via email and other communications.
ELECTRICAL ENGINEERING, PH.D.

INTRODUCTION TO COE AND ECE

Ph.D. students in the College of Engineering (COE) are among an elite group of people who have chosen to advance their education at one of the premier engineering colleges in the country. The academic programs in UW-Madison’s College of Engineering are highly ranked and our faculty are widely recognized as leaders in their fields. Here you will find a community in which you will excel. You will find faculty, staff, and peer students who are supportive and committed to your success. You will find rigorous coursework that will prepare you to achieve your goals. You will experience an environment highly conducive to collaboration—and you will meet faculty with a broad range of research interests and connections both on campus and around the world.

The vision of the ECE Department is to improve the world through global leadership in electrical and computer engineering research, education, technology transfer, and service to society.

In partnership with our students, it is the mission of the ECE Department to:

• Educate and inspire future leaders who contribute to society through the creation, application, and transfer of electrical and computer engineering knowledge.
• Expand knowledge through research into new technologies, design methods, and analysis techniques.
• Serve the state of Wisconsin, our nation, and the world with electrical and computer engineering expertise.

PH.D. IN ELECTRICAL ENGINEERING

The ECE Ph.D. degree program emphasizes creative and original approaches to solving problems through research activity. Research in the department spans several cross-cutting themes: data science, healthcare, mobile computing, security and infrastructure resilience, sensors and sensing, and sustainability. Specific areas of research expertise are: applied electromagnetics and acoustics; communications, networks, privacy and security; solid state electronics and quantum technologies; machine learning, signal processing and information theory; computer systems and architecture; plasma science and fusion energy; energy systems; optics and photonics, optimization and control. Students have the opportunity to pursue and perform Ph.D. research within interdisciplinary cooperative projects.

The ECE doctoral program provides in-depth training in research and allows students multiple opportunities to publish, including the student’s final dissertation. The doctoral program involves:

1. A study phase with course requirements in the student’s major area of study, as well as a minor area.
2. A qualifying exam that establishes the student’s suitability to continue with their Ph.D.
3. A preliminary examination in which the student describes their proposed dissertation research.

4. The presentation and oral defense of an original research dissertation.

All ECE Ph.D. students are required to earn a doctoral minor, either a distributed minor involving courses from multiple departments, or an external minor entirely in a different department. Typical minor programs draw upon the expertise of Mechanical Engineering, Computer Sciences, Math, or Physics, but students may choose other areas as well. The ECE Ph.D. program typically requires five years of study beyond the bachelor’s degree, although the exact time to degree completion varies depending on research progress.

Students with a bachelor’s degree may apply directly to the ECE Ph.D. program. Ph.D. students also have the opportunity to earn a M.S.-ECE.

For more information on this specific degree plan, please visit the ECE website (https://www.engr.wisc.edu/department/electrical-computer-engineering/academics/doctor-philosophy-electrical-engineering/).

## ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* For Fall 2022 applications, the GRE is optional, but we recommend submitting scores. Applicants who have earned, or will be earning before starting the program, a bachelor’s degree from UW-Madison are exempt from submitting a GRE test score.

A submitted online application (https://apply.grad.wisc.edu/) is required, consisting of:

- Resume/CV;
- Statement of purpose; see the suggested guidelines provided by the Graduate School: https://grad.wisc.edu/apply/prepare (https://grad.wisc.edu/apply/prepare/)
- Must complete the supplemental application section that identifies their research interest area
- Most up to date unofficial transcript(s) from all previous higher education institutions, regardless of whether or not a degree was earned (official transcripts are requested of only recommended applicants); international academic records must be in the original language accompanied by an official English translation.
- Payment of the one-time application fee of $75.00, plus the $6.00 international processing fee; this fee is non-refundable. It can be paid by credit card (MasterCard or Visa) or debit/ATM card.
- Test scores and three letters of recommendation as detailed above.

Applications must be entirely complete by the deadline, including test scores and letters of recommendation. Please note that it is highly advised to take the GRE and TOEFL/IELTS tests well in advance of the application deadline in order to ensure time for receiving and processing of the scores. Please do not mail any paper copies of application materials, except IELTS scores. They will not be reviewed.

Information for international students, including proof of funding and visa information, can be found on the Graduate School’s website (https://grad.wisc.edu/international-students (https://grad.wisc.edu/international-students/)).

By Wisconsin state law, the application fee can only be waived or deferred under the conditions outlined by the Graduate School (https://grad.wisc.edu/apply/fee-grant (https://grad.wisc.edu/apply/fee-grant/)).

The department welcomes applications from scientific, engineering, and mathematical disciplines other than ECE. Applicants with a bachelor’s degree may apply directly to the Ph.D. program.

## REENTRY ADMISSIONS

If you were previously enrolled as a graduate student at UW–Madison, but have had a break in enrollment for at least one fall or spring semester, you will need to apply to resume your studies.

For applicants previously enrolled in a graduate program other than ECE, you must complete a new online application, including all materials, for admission.

For applicants previously enrolled in ECE as a graduate student, you must complete a reentry application. Reentry applicants may apply for the fall term with a deadline of June 1.

In order to apply as a reentry applicant, you must:

- complete the online application (https://apply.grad.wisc.edu (https://apply.grad.wisc.edu/)), including the personal information section, program and term selection, and supplementary application;
- upload a CV/resume in the application portal;
• upload a statement of purpose in the application portal;
• upload any new unofficial transcripts from previous higher education institutions, excluding UW-Madison; and
• submit three letters of recommendation if the break in enrollment equals or is greater than four semesters (fall, spring).
• Letters of recommendation should be emailed directly to the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu) from the recommender.

If the reentry applicant is unable to upload any of the additional required materials, please email them to the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu).

CURRENT GRADUATE STUDENT ADMISSIONS

Students currently enrolled as a graduate student at UW-Madison, whether in or other than ECE, wishing to apply to this degree program should contact the ECE Graduate Admissions Team (ecegradadmission@engr.wisc.edu) to inquire about the process and respective deadlines several months in advance of the anticipated enrollment term. Current students may apply to change or add programs for any term (fall, spring, or summer).

QUESTIONS?

Please review the frequently asked questions answered by the Graduate School here (https://grad.wisc.edu/apply/).

If you have any admissions questions, please do not hesitate to contact the ECE Graduate Admissions Team at ecegradadmission@engr.wisc.edu.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Ph.D. students entering the program in Fall 2019 or later will receive a financial support package at the time of admission that may include some combination of research and teaching assistantships, internal and external fellowships, and/or other sources.

RESEARCH ASSISTANTSHIPS (RA)

Students should contact professors in their area of interest. Professors decide whom they will appoint on their research grants.

TEACHING ASSISTANTSHIPS (TA) AND GRADER POSITIONS

Current graduate students may apply for teaching assistantships or hourly grader positions via the ECE TA/Grader Portal (https://apps.aims.wisc.edu/tagrader/default.aspx). If you are interested in applying for TA or grader position in a department other than ECE, please contact the respective department to ask about their own application process. Students currently holding a research assistant or fellowship position that are interested in teaching assistant positions should discuss options with their research advisor(s) before applying.

International students who are non-native English speakers are required to pass the SPEAK Test (https://esl.wisc.edu/ita-training/speak/) through the English as a Second Language Program on campus. Students wishing to take the SPEAK Test should contact the ECE TA Coordinator via e-mail to register for the exam.

PROJECT ASSISTANTSHIPS (PA)

There are project assistant opportunities on campus for various purposes and departments and offices. Often announcements of openings are posted on TA/PA bulletin boards in Engineering Hall and on the UW Job Center webpage (http://www.jobcenter.wisc.edu/). You may also contact individual faculty members to inquire about possible opportunities.

FELLOWSHIPS

Information concerning fellowships is sent to graduate students via email from the department, faculty, and/or the Graduate School.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum 51 credits

Credit Requirement
Minimum Residence Credit Requirement: 32 credits

Minimum Graduate Coursework Requirement: Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements:
1. A grade of B or better in any graduate course is acceptable. A grade of S in E C E 790 Master’s Research or Thesis, E C E 890 Pre-Dissertator’s Research and E C E 990 Research or Thesis is acceptable.
2. A grade of BC in an E C E course is acceptable, provided the total cumulative GPA for graduate E C E courses is greater than or equal to 3.00.
3. A grade of C or lower in an E C E course is not acceptable.
4. A grade of BC or lower in an independent study course (E C E 699 Advanced Independent Study or E C E 999 Advanced Independent Study) or a grade of U in Research or Thesis (E C E 790, E C E 890 or E C E 990) is not acceptable.
5. A grade of BC or C in a non-E C E course is acceptable only if approved by the Graduate Committee.
6. If students are unable to complete coursework by the end of the term, an instructor may enter a temporary grade of I for incomplete. If students have not resolved all Incompletes by the end of the next fall or spring term in which they are enrolled, they are considered in bad standing by the Graduate School; however, the instructor may impose an earlier deadline. An unresolved I grade lapses to a grade of PI within a time period, the grade is considered unsatisfactory and may impose an earlier deadline. If not resolved within this time period, the grade is considered unsatisfactory and will remain an "I" unless changed to a final grade by the instructor. An unresolved I grade lapses to a grade of PI after five years. Students may be placed on probation or suspended from the Graduate School before a degree is granted. Outstanding Incompletes must be resolved before a degree is granted.

As soon as a student has passed all the requirements for the Ph.D. degree (except completion of the dissertation), the student is classified as a Dissertator. Specifically, the student must:
1. Pass the Ph.D. Qualifying Examination;
2. Receive Advanced Graduate Standing;
3. Complete at least 32 graduate credits at UW-Madison;
4. Satisfy the Primary Area Course Requirement;
5. Satisfy the Minor Requirement;
6. Satisfy the English Competency Requirement;
7. Satisfy the E C E Seminar Requirements;
8. Pass the Preliminary Examination.

Language: Non-native speakers of English who enroll in the Ph.D. Requirements program must take the ESLAT test on arrival at the university and then take any recommended courses based on the exam results. In addition, if a student’s advisor believes that his or her technical writing ability needs improvement, the student may be required to undertake remedial work.

Doctoral Minor/Breadth Requirements: All doctoral students are required to complete coursework in a primary area and one or more minor areas. Students are expected to consult with their advisors concerning Requirements minor/breadth requirements.

**REQUIRED COURSES**

Students choose from one of eight graduate research areas for their Primary Area:

**Automatic Control Systems**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E C E 717</td>
<td>Linear Systems</td>
<td>3</td>
</tr>
<tr>
<td>E C E 730</td>
<td>Probability and Random Processes</td>
<td>3</td>
</tr>
<tr>
<td>E C E 817</td>
<td>Nonlinear Systems</td>
<td>3</td>
</tr>
<tr>
<td>E C E 821</td>
<td>Optimal Control and Variational Methods</td>
<td>3</td>
</tr>
</tbody>
</table>

Select at least 6 credits from the following: 6

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E C E 719</td>
<td>Optimal Systems</td>
<td></td>
</tr>
<tr>
<td>E C E/M E 739</td>
<td>Advanced Robotics</td>
<td></td>
</tr>
<tr>
<td>E C E/CBE/ MATH 777</td>
<td>Nonlinear Dynamics, Bifurcations and Chaos</td>
<td></td>
</tr>
<tr>
<td>E C E 901</td>
<td>Special Topics in Electrical and Computer Engineering</td>
<td></td>
</tr>
<tr>
<td>MATH 521</td>
<td>Analysis I</td>
<td></td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Biomedical Engineering**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>At least 12 credits of E C E courses 2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

At least 3 credits of coursework in the biological sciences at 300-level or higher 3

Examples of suitable biological sciences courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANAT&amp;PHY 335</td>
<td>Physiology</td>
</tr>
<tr>
<td>B M E 510</td>
<td>Introduction to Tissue Engineering</td>
</tr>
<tr>
<td>B M E 520</td>
<td>Stem Cell Bioengineering</td>
</tr>
<tr>
<td>ZOOLOGY/ PSYCH 523</td>
<td>Neurobiology</td>
</tr>
<tr>
<td>ZOOLOGY 570</td>
<td>Cell Biology</td>
</tr>
<tr>
<td>BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
</tr>
</tbody>
</table>

The specific course plan must be approved by a committee of three E C E faculty from Biomedical Engineering area, which may include the advisor.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
Only 3 credits may be at the 600-level or below.

Courses that are cross-listed with Electrical and Computer Engineering are not eligible to satisfy the biological sciences requirement.

Communications, Machine Learning, and Signal Processing

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 521</td>
<td>Analysis I</td>
<td>3</td>
</tr>
</tbody>
</table>

Select at least 9 credits from the following:

- ECE 729  Information Theory
- ECE 730  Probability and Random Processes
- ECE 734  VLSI Array Structures for Digital Signal Processing
- ECE 735  Signal Synthesis and Recovery Techniques
- ECE 736  Wireless Communications
- ECE 738  Advanced Digital Image Processing
- ECE/COMP SCI 761  Mathematical Foundations of Machine Learning
- ECE 826  Theoretical Foundations of Large-scale Machine Learning
- ECE 830  Estimation and Decision Theory
- ECE/COMP SCI/STAT 861  Theoretical Foundations of Machine Learning
- ECE/MATH/STAT 888  Topics in Mathematical Data Science

Credits from ECE 901 Special Topics in Electrical and Computer Engineering can be applied toward the 9-credit requirement with advisor approval.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 At least six of the 12 credits must be 700-level or above.

Applied Electromagnetics and Acoustics

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 545</td>
<td>Advanced Microwave Measurements for Communications</td>
<td></td>
</tr>
<tr>
<td>ECE 547</td>
<td>Advanced Communications Circuit Design</td>
<td></td>
</tr>
<tr>
<td>ECE 740</td>
<td>Electromagnetic Theory (Strongly recommended)</td>
<td></td>
</tr>
<tr>
<td>ECE 742</td>
<td>Computational Methods in Electromagnetics</td>
<td></td>
</tr>
<tr>
<td>ECE 744</td>
<td>Theory of Microwave Circuits and Devices</td>
<td></td>
</tr>
<tr>
<td>ECE/PHYSICS 748</td>
<td>Linear Waves</td>
<td></td>
</tr>
<tr>
<td>ECE/N/E/PHYSICS 749</td>
<td>Coherent Generation and Particle Beams</td>
<td></td>
</tr>
<tr>
<td>ECE 841</td>
<td>Antennas</td>
<td></td>
</tr>
<tr>
<td>ECE/PHYSICS 848</td>
<td>Nonlinear Waves</td>
<td></td>
</tr>
<tr>
<td>ECE 901</td>
<td>Special Topics in Electrical and Computer Engineering (no more than 2 semesters can be used to fulfill this requirement.)</td>
<td></td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
### Energy and Power Systems

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 411</td>
<td>Introduction to Electric Drive Systems</td>
<td>3</td>
</tr>
<tr>
<td>ECE 412</td>
<td>Power Electronic Circuits</td>
<td>3</td>
</tr>
<tr>
<td>ECE 427</td>
<td>Electric Power Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

Select at least 12 credits from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 504</td>
<td>Electric Machine &amp; Drive System Laboratory</td>
<td></td>
</tr>
<tr>
<td>ECE 511</td>
<td>Theory and Control of Synchronous Machines</td>
<td></td>
</tr>
<tr>
<td>ECE 512</td>
<td>Power Electronics Laboratory</td>
<td></td>
</tr>
<tr>
<td>ECE 711</td>
<td>Dynamics and Control of AC Drives</td>
<td></td>
</tr>
<tr>
<td>ECE 712</td>
<td>Solid State Power Conversion</td>
<td></td>
</tr>
<tr>
<td>ECE 713</td>
<td>Electromagnetic Design of AC Machines</td>
<td></td>
</tr>
<tr>
<td>ECE 714</td>
<td>Utility Application of Power Electronics</td>
<td></td>
</tr>
<tr>
<td>ECE 723</td>
<td>On-Line Control of Power Systems</td>
<td></td>
</tr>
<tr>
<td>ECE 731</td>
<td>Advanced Power System Analysis</td>
<td></td>
</tr>
</tbody>
</table>

At least nine of these credits must be 700-level or above

Students with strong interdisciplinary interests (e.g., control, reliability, materials, optimization techniques, numerical methods, electromagnetics, energy policy, thermal issues, electric transportation, wind energy) may take up to a maximum of 6 credits in a related area upon approval by their academic adviser. Note: ECE 512 is not regularly scheduled.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Solid State Electronics and Photonics

Select at least 12 credits from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 434</td>
<td>Photonics</td>
<td></td>
</tr>
<tr>
<td>ECE 445</td>
<td>Semiconductor Physics and Devices</td>
<td></td>
</tr>
<tr>
<td>ECE 466</td>
<td>Electronics of Solids</td>
<td></td>
</tr>
<tr>
<td>ECE 536</td>
<td>Integrated Optics and Optoelectronics</td>
<td></td>
</tr>
<tr>
<td>ECE 541</td>
<td>Analog MOS Integrated Circuit Design</td>
<td></td>
</tr>
<tr>
<td>ECE 542</td>
<td>Introduction to Microelectromechanical Systems</td>
<td></td>
</tr>
<tr>
<td>ECE 548</td>
<td>Integrated Circuit Design</td>
<td></td>
</tr>
<tr>
<td>ECE 549</td>
<td>Integrated Circuit Fabrication Laboratory</td>
<td></td>
</tr>
<tr>
<td>ECE 601</td>
<td>Special Topics in Electrical and Computer Engineering</td>
<td></td>
</tr>
<tr>
<td>ECE 741</td>
<td>Semiconductor Diode Lasers and other Optoelectronic Devices</td>
<td></td>
</tr>
<tr>
<td>ECE 743</td>
<td>High-Power Diode Lasers and Amplifiers</td>
<td></td>
</tr>
<tr>
<td>ECE 745</td>
<td>Solid State Electronics</td>
<td></td>
</tr>
<tr>
<td>ECE/PHYSICS 746</td>
<td>Quantum Electronics</td>
<td></td>
</tr>
<tr>
<td>ECE 747</td>
<td>Nanophotonics</td>
<td></td>
</tr>
<tr>
<td>ECE 845</td>
<td>Transport in Semiconductor Devices</td>
<td></td>
</tr>
<tr>
<td>ECE 901</td>
<td>Special Topics in Electrical and Computer Engineering</td>
<td></td>
</tr>
</tbody>
</table>

Of these, at least 3 credits must be earned in courses level 400-601 and at least 6 credits must be earned in courses level 700-901

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Plasmas and Controlled Fusion

Select 3 credits from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>N E 526</td>
<td>Laboratory Course in Plasmas</td>
<td></td>
</tr>
<tr>
<td>ECE/N E/PHYSICS 527</td>
<td>Plasma Confinement and Heating</td>
<td></td>
</tr>
<tr>
<td>ECE/N E 528</td>
<td>Plasma Processing and Technology</td>
<td></td>
</tr>
</tbody>
</table>

Select 3 credits from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE/N E/PHYSICS 724</td>
<td>Waves and Instabilities in Plasmas</td>
<td></td>
</tr>
<tr>
<td>ECE/N E/PHYSICS 725</td>
<td>Plasma Kinetic Theory and Radiation Processes</td>
<td></td>
</tr>
<tr>
<td>ECE/N E/PHYSICS 726</td>
<td>Plasma Magnetohydrodynamics</td>
<td></td>
</tr>
<tr>
<td>ECE/PHYSICS 748</td>
<td>Linear Waves</td>
<td></td>
</tr>
<tr>
<td>ECE/PHYSICS 848</td>
<td>Nonlinear Waves</td>
<td></td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### ECE 610 Seminar in Electrical and Computer Engineering and ECE 611 Introduction to Doctoral Research in Electrical & Computer Engineering

All on-campus ECE graduate students must register for ECE 610 during their first semester of graduate studies. Ph.D. degree seeking students must take 1 credit of ECE 610 in the Fall semester of which they are entering the program and 2 credits of ECE 611 in the following Spring semester. This requirement must be done in the Ph.D student’s first year. Due to the additional credits, these seminar credits will count toward the 51 credits required by the Ph.D. degree.

The purpose of ECE 610 is to prepare students for success in graduate school and expose them to areas within ECE as well as related fields outside of ECE, such as biotechnology, physics, computer science, mathematics, or business. Electrical and Computer Engineering is very
interdisciplinary in nature, and so it is important for students to be aware of advanced research and development in areas other than their own.

The purpose of ECE 611 is to emphasize research experiences and methodologies to prepare students to pursue Ph.D. research work.

Policies

Graduate School Policies
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior coursework
Graduate work from other institutions
With program approval, students are allowed to count graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison Undergraduate*
With program approval, up to 7 credits from UW-Madison numbered 400 or above can be counted toward the minimum graduate degree credit requirement, or ECE courses numbered 700 or above can be counted toward the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

*ABET-Accredited Undergraduate Credit from Other Institutions: With program approval, students may count up to 7 credits of undergraduate coursework from a bachelor of science degree in Electrical Engineering, Computer Engineering, Electrical and Computer Engineering, Electrical Engineering and Computer Science, or Computer Science from an ABET-accredited program at other institutions (not UW-Madison) toward fulfillment of minimum degree requirements.

Graduate School policy is that courses numbered 300 or above may be counted towards the minimum graduate degree credit requirement and courses numbered 700 or above may be counted towards the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison University Special
With program approval, students are allowed to count up to 9 credits of coursework numbered 400 or above taken as a UW-Madison University Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement. Courses numbered 700 or above taken as a UW-Madison Special student toward the minimum graduate coursework (50%) requirement.

Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

Probation
Students must be in good academic standing with the Graduate School, their program, and their advisor. The Graduate School regularly reviews the record of any student who received grades of BC, C, D, F, or I in graduate-level courses (300 or above), or grades of U in research and thesis. This review could result in academic probation with a hold on future enrollment, and the student may be suspended from graduate studies.

The Graduate School may also put students on probation for incomplete grades not cleared within one term. All incomplete grades must be resolved before a degree is granted.

The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time) the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School.

Advisor / Committee
An oral examination is required in defense of the completed Ph.D. dissertation. The examination is administered by a committee appointed by the Dean of the Graduate School, upon recommendation by the student’s research advisor. The committee must consist of four or more members of the graduate faculty and is chaired by the student’s advisor. At least one committee member must be from outside the ECE department and field, and at least two committee members must be from within the ECE Department. Students must designate at least three members of their committee to be readers of their dissertation. A student must provide copies of their Ph.D. thesis to defense committee members at least two weeks prior to the scheduled defense.

The final examination cannot be taken until all other requirements for the Ph.D. have been satisfied, including being eligible to receive dissertation status. The student’s record must be cleared of all Incomplete and Progress “P” grades (ECE 990 grades can be cleared after the student has successfully defended their dissertation).

Students must request the Final Examination Warrant from the Graduate Student Services Office, 3182 Mechanical Engineering, at least three weeks prior to the date of the examination. The Student Services office must be notified of the student’s examination date, time, and other defense details AT LEAST one week prior to the examination. There is no limit to the number of times a student may take the final oral examination.

Credits per Term Allowed
15 credits
TIME CONSTRAINTS
The qualifying exam must be taken no later than the fourth semester of study. The preliminary examination must be taken no later than 3 semesters after the student has received advanced graduate standing.

The final defense is expected to be held within five years of entering the ECE Ph.D. program. Students that are unable to hold their final defense within five years must submit a progress report to the ECE Graduate Committee as described in the most current ECE Graduate Student Handbook (https://www.engr.wisc.edu/department/electrical-computer-engineering/academics/ece-graduate-student-handbooks/).

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

ECE Grievance Procedures
Exceptions, Extensions, and Appeals

Petitions for exceptions to academic requirements are considered on an individual case-by-case basis and granted exceptions do not constitute a precedent. Deviations from established policies are strongly discouraged, but certain extenuating academic and personal circumstances may warrant exceptions. Petitions for course exceptions/substitutions, exceptions to the Satisfactory Progress Expectations (academic or conduct), or other policy exceptions shall be directed to the ECE Graduate Committee, and in some circumstances to the appropriate program coordinator. The following procedures apply to all petitions:

1. Student must first consult with their advisor(s).
2. Student is advised to also consult with the ECE Graduate Student Services Coordinator for additional advice.
3. Student and advisor(s) must both submit written documentation requesting and explaining the petition to the ECE Graduate Student Services Coordinator.
4. Identify the specific requirement/rule/expectation pertinent to the petition;
5. Explain the rationale for petition and why it should be granted;
6. Advisor(s) must support the petition.

The ECE Graduate Student Services Coordinator will forward the petition to the ECE Graduate Committee and appropriate program coordinator for adjudication. Student and advisor(s) will be notified of the ECE Graduate Committee’s decision and the note will be placed in the student’s file.

Please note that petitions for exceptions to clearly-defined program rules are rarely approved by the ECE Graduate Committee.

Progress Requirements

The ECE Graduate Committee may grant extensions to normal progress requirements in circumstances such as childbirth, adoption, significant responsibilities with respect to elder or dependent care obligations, disability or chronic illness, or circumstances beyond one's personal control. Petitions for extensions should provide evidence of plans and ability to return to conformance with program expectations and to acceptably complete the program. Extensions beyond one semester will be granted only in the event of highly extraordinary circumstances. Extensions will be recorded with a note of explanation placed in the student’s file.

Students desiring confidentiality of their circumstances should consult with the Associate Chair for Graduate Studies.

Appeal of Previous Decisions

Appeals of ECE Graduate Committee decisions may be pursued regarding any academic issue, including exceptions to program requirements, progress requirements, AGS and Qualifying Exam decisions. Appeals will only be considered if the student provides new information that was not available to the ECE Graduate Committee at the time the original decision was made. Appeals must be submitted within one month of the date the student was notified of the ECE Graduate Committee action being appealed.

If the student believes their appeal was not appropriately handled or resolved by the ECE Department, the student may further appeal to the College of Engineering by contacting the Assistant Dean for Graduate
Affairs. Such appeals must be submitted within one month of the date the student was notified of the ECE Graduate Committee denial.

Grievances

The ECE Department, College of Engineering, and University of Wisconsin offer multiple avenues to resolve unfair or inappropriate treatment by faculty, staff, or another student. This includes hostile and intimidating research group climate, authorship disputes, unreasonable expectations, and disrespectful behavior. The manner in which the grievance is handled depends on the nature of the issue and specific concerns of the aggrieved student. Graduate Assistants in TA, PA and/or RA appointments may utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues. Examples of matters appropriate for the GAPP grievance process include allegations of excessive work hours, violations of sick days or vacation policies, or disputes regarding the assignment of duties.

In some cases the best approach is for the aggrieved student to discuss their concern directly with the person responsible for the objectionable action.

If the student is uncomfortable making direct contact with the other individual or desires a confidential consultation about their concern, they may contact the ECE Associate Chair for Graduate Studies, the ECE Grievance Advisor, or the College of Engineering Assistant Dean for Graduate Affairs. These individuals work to resolve the concern while being sensitive to student confidentiality.

Change of advisor

Students who believe they are in a research environment that fails to meet ECE and College of Engineering standards for climate and culture should contact the ECE Associate Chair for Graduate Studies, the ECE Grievance Advisor, or the College of Engineering Assistant Dean for Graduate Affairs. They will work with the student to explore alternate advising arrangements and ensure continuity of financial support should the student need to leave the research group. Note that immigration status is NOT tied to a specific research advisor.

Formal Written Complaint Process

Issues that are not resolved to the student’s satisfaction may be pursued at the student’s discretion by submitting a written complaint to the ECE Grievance Advisor. The steps described below are based on the definition and procedure section of the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) Grievance Procedure.

Step One: The grievant must file a written statement with the ECE Grievance Advisor specifying the grievant's name, a clear and concise statement of the grievance and the issue(s) involved, the date(s) the incident or violation took place and the specific departmental, college, or university policies involved, and the relief sought. The grievance shall be signed and dated by the grievant(s) and representative (if any).

Within twenty (20) days of receipt of the written grievance, the ECE Grievance Advisor will meet with the grievant and their representative (if chosen) to hear the grievance and will return a written answer to the grievant and their representative (if chosen) no later than ten (10) days after this meeting. This answer will include a copy of the grievance procedure appeal process timeline, a list of resources and relevant contact information for future steps.

Step Two: If the decision in Step One is not accepted by the grievant, the grievant shall have 10 days from receipt of the answer in Step One to file an appeal with the College of Engineering Assistant Dean for Graduate Affairs. The Assistant Dean for Graduate Affairs will meet with the grievant and their representative (if chosen) within twenty (20) days from receipt of the appeal of Step One and attempt to resolve the grievance. The Assistant Dean for Graduate Affairs will provide the grievant and their representative (if chosen) with a written response to the grievance no later than ten (10) days after this meeting.

Step Three: If the decision in Step Two is not accepted by the grievant, the grievant shall have 10 days from the receipt of the answer in Step Two to file an appeal with the Graduate School as described in Grievances and Appeals (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER

The department endeavors to fund Ph.D. students through research assistantships, teaching assistantships, project assistantships, and fellowships. All applications are automatically considered for department funding.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

DEPARTMENT OF ELECTRICAL AND COMPUTER ENGINEERING RESOURCES

UW-Madison, the College of Engineering, and ECE have an abundance of professional development opportunities for students to take advantage of in order to better prepare themselves for internships and job positions during and following their education. First of all, the ECE Department strongly encourages students to utilize the Graduate School’s professional development resources (https://grad.wisc.edu/professional-development/). Engineering Career Services (ECS) (http://ecs.wisc.edu) hosts multiple career fairs each semester where students can directly interact with prospective employers, schedule interviews, and find internships and full-time jobs. ECS also maintains job listings and hosts a variety of professional development workshops each semester. The ECE Department provides unique opportunities throughout the year for students to attend and participate in various lectures, workshops, and trainings. The ECE Graduate Student Association (GSA) organizes professional development opportunities for fellow students. Students are made aware of events and opportunities via email and other communications.

LEARNING OUTCOMES

1. Demonstrate an extraordinary, deep understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and independently solve advanced engineering problems.
3. Apply the relevant scientific and technological advancements, techniques, and engineering tools to address these problems.
4. Recognize and apply principles of ethical and professional conduct.
5. Demonstrate an ability to synthesize knowledge from a subset of the biological, physical, and/or social sciences to help frame problems critical to the future of their discipline.

6. Demonstrate an ability to conduct original research and communicate it to their peers.

PEOPLE

PROFESSORS
Susan Hagness (Chair)
David T. Anderson
Nader Behdad
John Booske
Dan Botez
Azadeh Davoodi
John A. Gubner (Associate Chair for Operations)
William N. Hitchon
Yu Hen Hu
Thomas Jahns
Hongrui Jiang
Irena Knezevic
Bernard Lesieutre (Associate Chair for Undergraduate Studies)*
Mikko Lipasti
Zhenqiang Ma
Luke J. Mawst
Robert Nowak
Parameswaran Ramanathan
William A. Sethares
Daniel van der Weide
Barry Van Veen (Associate Chair for Graduate and Online Studies)
Giri Venkataramanan
Amy E. Wendt

ASSOCIATE PROFESSORS
Mikhail Kats
Daniel Ludois
Paul H. Milenkovic
Umit Ogras
Bulent Sarlioglu
Zongfu Yu

ASSISTANT PROFESSORS
Joseph Andrews
Kassem Fawaz
Dominic Gross
Younghyun Kim
Bhuvana Krishnaswamy
Kangwook Lee
Chu Ma
Matthew Malloy (adjunct)
Dimitris Papailiopoulos
Line Roald
Joshua San Miguel
Eric Severson
Andreas Velten
Ramya Korlakai Vinayak
Ying Wang

FACULTY ASSOCIATES
Mark C. Allie

Eduardo Arvelo
Steven Fredette
Eric Hoffman
Joe Kranckey
Srdjan Milicic
Pia Stramp (associate lecturer)

*For scholarship information, please contact Professor Lesieutre.

See also Electrical and Computer Engineering Faculty Directory (https://directory.engr.wisc.edu/ece/faculty/).

ENGINEERING - COLLEGE-WIDE

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Design + Innovation, M.S. (p. 651)
• Engineering, M.Eng. (p. 656)
• Environmental Chemistry and Technology, Doctoral Minor (p. 674)
• Environmental Chemistry and Technology, M.S. (p. 674)
• Environmental Chemistry and Technology, Ph.D. (p. 678)
• Manufacturing Systems Engineering, M.S. (p. 682)

DESIGN + INNOVATION, M.S.

The Master of Science in Design + Innovation program is an interdisciplinary degree combining engineering, business, human ecology, user experience, and art. It is a collaboration between the College of Engineering, School of Human Ecology, School of Business, the Art Department within the School of Education, and the Information School in the College of Letters & Science. The degree will prepare students to solve complex problems by providing them with a robust set of design thinking strategies and tools from multiple perspectives. Graduates will be equipped to work across disciplines and innovate in their respective field. Coursework will include hands-on learning opportunities and is intended to be completed in 12 months.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>This program does not admit in the fall.</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>February 1*</td>
</tr>
</tbody>
</table>
Applications must be complete to be reviewed by the Graduate School’s Admissions Team. All application materials must be submitted online through the Graduate School Application Portal by the deadline of February 1.

Rolling admission will begin after October 1, with a final application deadline of February 1.

Application Process

Applications are accepted for the summer term only. Applications will open approximately one calendar year prior to the start of the term. Rolling admission will begin after October 1, with a final application deadline of February 1.

Minimum Eligibility Requirements (GPA, test scores, etc.)

1. **ALL applicants** must meet the general Graduate School Requirements for Admission (https://grad.wisc.edu/admissions/requirements/).
2. **GPA**: A minimum 3.0/4.0 GPA on the last 60 undergraduate credits is required.
3. **Degree**: A bachelor degree (or equivalent), in any relevant subject area, is required before the start of the program. The degree is not required to be complete at the time of application.
4. **Creative Brief**: Submit creative brief as described below.
5. **English Proficiency Scores (TOEFL/IELTS)** – required for those whose native language is not English, or whose undergraduate instruction was not in English. See Graduate School Requirements for Admission (https://grad.wisc.edu/admissions/requirements/) for more information and exemption policies.

Required Application Materials

All application materials must be submitted online through the Graduate School’s application portal (https://grad.wisc.edu/apply/). Do NOT send any paper copies of documents by mail (email or paper mail) unless specifically requested to do so by the Graduate Admissions Team. Applications must be complete to be reviewed by the Graduate Admissions Team.

1. **Online application**: https://grad.wisc.edu/apply/.
2. **Resume or Curriculum Vitae (CV)**
3. **Creative Brief**: We require submission of a creative brief that includes three parts: a) a Statement of Purpose, b) a short Design Prompt, and c) a Portfolio of Past Work. This creative brief must be uploaded in the online application “Statement” tab as one PDF document and cannot exceed 4 MB.
   a. **Statement of Purpose**: In 250-500 words, please respond to the following question: “Why are you interested in the Master of Science in Design + Innovation program and what do you hope to get out of the program?”
   b. **Design Prompt**: In 250-500 words, please answer the following prompt: “If you could redesign anything (think broadly: product, process, service, brand, experience, etc.), what would it be? Why? What are the first three things you would do to get started?”
   c. **Portfolio of Work**: In no more than 10 pages/slides, please tell the story of 2-3 recent projects of which you are proud. Be as visual as possible, including project images and sketches. Make sure to explain project context, key insights, and the design and innovation process you used.

Note: The MDI admissions committee recognizes that students from different disciplines will have different portfolios of work. The goal of this submission is to demonstrate your ability to think through a project conceptually and concretely, as well as your ability to tell the story about your work.

4. **Unofficial transcripts**: All applicants must upload a copy of their transcript from their undergraduate institution and other previous higher education institutions, including other graduate studies. An official transcript is not part of the online application process unless specifically requested in writing by the Admissions Team.
5. **Two (2) letters of recommendation**: Enter the recommender email contact information into the online application. Recommenders will receive an email with instructions for the survey and recommendation letter upload process. We do not accept recommendation letters via email, paper format, or online portfolios.
6. **English Proficiency Scores (TOEFL/IELTS)** – required for those whose native language is not English, or whose undergraduate instruction was not in English. See Graduate School Requirements for Admission (https://grad.wisc.edu/admissions/requirements/) for more information and exemption policies. Scores are accepted if they are within two years of the start of the admissions term for which applicants are applying. TOEFL scores should be electronically sent directly from Educational Testing Service (ETS) to institution code 1846 (no department code is needed). IELTS scores should be electronically sent directly from IELTS to UW-Madison, Graduate Studies.
7. **Application Fee**
8. **Personal Interview (if necessary)** - A personal interview with MDI program staff (in the form of a telephone call or video chat) may be required.

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**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver.

**FEDERAL LOANS**

Students who are U.S. citizens or permanent residents may be eligible to receive some level of funding through the federal direct loan program.
These loans are available to qualified graduate students who are taking at least 4 credits during the fall and spring semesters, and 2 credits during summer. Private loans are also available. Learn more about financial aid at their website (https://financialaid.wisc.edu/).

INTERNATIONAL STUDENT SERVICES FUNDING AND SCHOLARSHIPS

For information on International Student Funding and Scholarships visit the ISS website (https://iss.wisc.edu/students/new-students/funding-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement
Minimum Residence Credit Requirement
Minimum Graduate Coursework Requirement
At least half of degree coursework (15 out of 30 total credits) must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement

Other Grade Requirements
Students must earn a C or above in all coursework.

Students may not have any more than two incompletes on their record at any one time.

Assessments and Examinations
None

Language Requirements
No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DS 641</td>
<td>Advanced Design Thinking for Transformation</td>
<td>3</td>
</tr>
<tr>
<td>INTEREGR 477</td>
<td>Tools for Prototyping and Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>OTM 760</td>
<td>Managing by Design</td>
<td>3</td>
</tr>
<tr>
<td>INTER-HE 940</td>
<td>Collaborative Capstone I</td>
<td>3</td>
</tr>
<tr>
<td>INTEREGR 941</td>
<td>Collaborative Capstone II</td>
<td>3</td>
</tr>
<tr>
<td>One of the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>L I S 707</td>
<td>Data Visualization and Communication for Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>or DS 620</td>
<td>Visual Thinking for Problem Solving</td>
<td></td>
</tr>
</tbody>
</table>

Specializations

1 Students select one specialization in addition to the Core Courses. Students may select courses across the specialization lists with approval of their faculty advisor. 12 credits minimum required.

Product Design

I SY E/PSYCH 349 Introduction to Human Factors
I SY E/PSYCH 549 Human Factors Engineering
M E/E C E 439 Introduction to Robotics
M E 449 Design and Prototype Fabrication
M E 549 Product Design
I SY E/COMP SCI/DS 518 Wearable Technology
I SY E 552 Human Factors Engineering Design and Evaluation
M H R 734 Venture Creation
M H R 741 Technology Entrepreneurship
MARKETNG 737 New Product Innovation
ART 346 Basic Graphic Design
ART 409 Digital Fabrication Studio
ART 428 Digital Imaging Studio
ART 429 3D Digital Studio I
DS 527 Global Artisans
CNSR SCI 657 Consumer Behavior

UI/UX Design

L I S/COMP SCI 611 User Experience Design 1
L I S/COMP SCI 612 User Experience Design 2
These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

DS 620 May be counted as credit in the specialization area only if it was not taken as a Core Requirement. Students may NOT double count DS 620 for the Core Requirement and the Specialization.

LIS 707 May be counted as credit in the specialization area only if it was not taken as a Core Requirement. Students may NOT double count LIS 707 for the Core Requirement and the Specialization.

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior Coursework

Graduate Work from Other Institutions

Students will not be permitted to use credits from previously earned graduate coursework.

UW–Madison Undergraduate

With advisor approval, up to 6 credits numbered 300 or above may be counted toward the degree specialization areas (not the core degree requirements). These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. No credits may be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, and payment of the difference in tuition, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement and the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.
PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full-time enrollment (or 12 credits of enrollment if enrolled part-time), this will be deemed unsatisfactory progress and the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR
All students will be assigned an advisor who assists them in planning a course sequence that meets degree requirements and who will discuss career objectives with the students.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances.

OTHER
1. Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver.
2. Students in this program cannot concurrently enroll in other graduate or certificate programs.
3. Students in this program cannot take courses outside the prescribed curriculum.
4. Additional Prior Coursework Policies (these policies are in addition to the prior coursework policies listed above):
   a. Graduate Program Credits earned in other UW-Madison Graduate Programs: With advisor approval: a) Students with an earned UW-Madison MS degree may be permitted to use up to 7 credits toward the MS in Design + Innovation program. b) Students without an earned MS degree, but who have completed MS credits, may be permitted to use up to 12 credits in the MS in Design + Innovation program. c) Students with PhD credits or an earned PhD degree may be permitted to use up to 12 credits in the MS in Design + Innovation program.
   b. Undergraduate credits from other institutions: Undergraduate credits from other institutions are not permitted to be used in the MS in Design + Innovation program.
   c. MAD-UX Certificate Credits: With program approval, and payment of the difference in tuition, students are allowed to count up to 9 credits. Courses must be 300 level or above, earned "B" or better grade, and earned less than 5 years prior to the start of the MS in Design + Innovation program.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate creative, independent problem solving skills and entrepreneurial thinking.
2. Apply design tools and strategies on interdisciplinary teams and projects.
3. Communicate effectively both visually and orally.
4. Implement an iterative design thinking process.
5. Demonstrate a hands-on, iterative process that includes making, creating and designing.
6. Gain depth in a field of study that can be applied in a social, global and design context.
7. Apply principles of ethical and professional conduct in a field experience.

PEOPLE

Carly Benish, College of Engineering, Shop Manager
Lee DeBaillie, College of Engineering, Program Director
Kristin R. Eschenfelder, Information School (iSchool), College of Letters and Science, Professor and Director
Sara Hladilek, College of Engineering, Graduate Student Services Coordinator
John Hitchcock, Art, School of Education, Professor, Associate Dean for the Arts
Michelle Kwasny, School of Human Ecology, Academic Director
Christopher C. Luzzio, Mechanical Engineering, College of Engineering, Associate Professor
Dennis A. Miller, Art, School of Education, Professor
Meghan Marie Mitchell, Art, School of Education, Associate Professor
Robert G. Radwin, Industrial and Systems Engineering, College of Engineering, Professor
Lennon P. Rodgers, College of Engineering, Director of Grainger Engineering Design Innovation Lab
Lesley H. Sager, Design Studies, School of Human Ecology, Faculty Associate
John Surdyk, Management and Human Resources, School of Business, Director of the Initiative for Studies in Transformational Entrepreneurship and Faculty Director of the Entrepreneurial Residential Learning Community
Karl Joseph Williamson, College of Engineering, Shop Manager

ENGINEERING, M.ENG.

OUR PROGRAMS

We improve the practice of engineering by providing world-class, objective continuing education and credit instruction for technical professionals.

Programs are structured to help you as a working professional continue your educational path without interrupting your career. You will be empowered, engaged, and more passionate about your career after completing a degree program from UW–Madison. You will have the confidence and skills to take your projects or your responsibilities to the next level. UW–Madison's instructors are leading experts from industry, research, private practice, government, and education.

The named options are:

- Master of Engineering–Named Option: Engine Systems (p. 657)
- Master of Engineering–Named Option: Engineering Data Analytics (p. 660)
- Master of Engineering–Named Option: Engineering Management (p. 663)
- Master of Engineering–Named Option: Manufacturing Systems Engineering (p. 666)
- Master of Engineering–Named Option: Polymer Engineering (p. 668)
- Master of Engineering–Named Option: Sustainable Systems Engineering (p. 671)

ADMISSIONS

Students apply to the Master of Engineering in Engineering through one of the named options:

- Master of Engineering–Named Option: Engine Systems (p. 657)
- Master of Engineering–Named Option: Engineering Data Analytics (p. 660)
- Master of Engineering–Named Option: Engineering Management (p. 663)
- Master of Engineering–Named Option: Manufacturing Systems Engineering (p. 666)
- Master of Engineering–Named Option: Polymer Engineering (p. 668)
- Master of Engineering–Named Option: Sustainable Systems Engineering (p. 671)

FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
PROGRAM RESOURCES

Students in the Engineering M.Eng. programs are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in these programs cannot enroll in other graduate programs nor take courses outside the prescribed curriculum. If you intend to combine study in this program with other academic programs at UW–Madison, please contact Engineering Professional Development’s Student Services Department (s (shainah.greene@wisc.edu) studentservices@epd.wisc.edu).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>30 credits</td>
</tr>
<tr>
<td>Residence Credit</td>
<td>16 credits</td>
</tr>
<tr>
<td>Graduate Coursework</td>
<td>See one of the M.Eng. named options (linked below) for specific requirement information.</td>
</tr>
<tr>
<td>Overall GPA</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Must retake any courses for which a grade below C is recorded.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>No formal examination required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Select a named option (p. 657) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Engineering in Engineering must select one of the following named options:

- ENGINEERING: ENGINE SYSTEMS, M.ENG. (P. 657)
- ENGINEERING: ENGINEERING DATA ANALYTICS, M.ENG. (P. 660)
- ENGINEERING: ENGINEERING MANAGEMENT, M.ENG. (P. 663)
- ENGINEERING: MANUFACTURING SYSTEMS ENGINEERING, M.ENG. (P. 666)
- ENGINEERING: POLYMER ENGINEERING, M.ENG. (P. 668)
- ENGINEERING: SUSTAINABLE SYSTEMS ENGINEERING, M.ENG. (P. 671)

POLICIES

Students should refer to one of the named options for policy information:

- Master of Engineering–Named Option: Engine Systems (p. 657)
- Master of Engineering–Named Option: Engineering Data Analytics (p. 660)
- Master of Engineering–Named Option: Engineering Management (p. 663)
- Master of Engineering–Named Option: Manufacturing Systems Engineering (p. 666)
- Master of Engineering–Named Option: Polymer Engineering (p. 668)
- Master of Engineering–Named Option: Sustainable Systems Engineering (p. 671)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate a strong understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze and independently solve advanced engineering problems.
3. Apply the relevant scientific and technological advancements, techniques and engineering tools to address these problems.
4. Recognize and apply principles of ethical and professional conduct.

ENGINEERING: ENGINE SYSTEMS, M.ENG.

This is a named option within the Engineering M.Eng (https://guide.wisc.edu/graduate/engineering-college-wide/engineering-meng/).

The named option Engine Systems (https://epd.wisc.edu/online-degrees/master-of-engineering-engine-systems/) is the only online engineering
master’s degree focused on internal combustion engine development. This interactive, web-based program provides internal combustion engine engineers with a broad base of skills in:

• Combustion
• Controls and vibrations
• Engine design and performance
• Thermodynamics, fluid mechanics, and heat transfer

The program is tailored for working engineers, offering:

• An online platform accessible to you from anywhere in the world
• Courses and projects that apply immediately to real-world work

More information about this graduate degree can be found here (https://epd.wisc.edu/online-degrees/master-of-engineering-engine-systems/).

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/of the Graduate School as well as the program(s)). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

Requirements | Detail
--- | ---
Fall Deadline | July 15
Spring Deadline | This program does not admit in the spring.
Summer Deadline | This program does not admit in the summer.
GRE (Graduate Record Examinations) | Not required but may be considered if available.*
English Proficiency Test | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/english-proficiency).
Other Test(s) (e.g., GMAT, MCAT) | n/a
Letters of Recommendation Required | 3

* Applicants are recommended to submit GRE scores if they have already taken the exam.

A small cohort of students is selected each fall term. This 30-credit program can be completed in as little as 2.5 years.

Admission requirements for engineers interested in applying are:

• A B.S. degree in mechanical engineering or similar degree from an ABET-accredited program. Please contact Program Director to discuss your specific background.

• Students without the required mechanical engineering background may still be eligible for the program upon the successful completion of leveling courses offered during the summer semester.

• A minimum undergraduate grade point average (GPA) of 3.00 on the equivalent of the last 60 semester hours (approximately two years of work).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in the Engineering M.Eng. programs are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in these programs cannot enroll in other graduate programs nor take courses outside the prescribed curriculum. If you intend to combine study in this program with other academic programs at UW–Madison, please contact Engineering Professional Development’s Students Services Department (studentservices@epd.wisc.edu).

FEDERAL LOANS

Students who are U.S. citizens or permanent residents are eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least four credits during the Fall and Spring semesters, and two credits during Summer. Private loans are also available. Learn more about financial aid at financialaid.wisc.edu (https://financialaid.wisc.edu/).

EMPLOYER SUPPORT

Many students receive some financial support from their employers. Often, students find it beneficial to sit down with their employer and discuss how this program applies to their current and future responsibilities. Other key points to discuss include how participation will not interrupt your work schedule.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>All courses in this fixed curriculum program are graduate-level courses, identified with the Graduate Level Coursework attribute in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>), and are offered exclusively to Graduate students in the M.Eng. degree program.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Must retake any courses for which a grade below C is recorded.</td>
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<td>Assessments and Examinations</td>
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<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E P D 622</td>
<td>Engine Design I</td>
<td>2</td>
</tr>
<tr>
<td>E P D 623</td>
<td>Engine Design II</td>
<td>4</td>
</tr>
<tr>
<td>E P D 624</td>
<td>Engine Performance and Combustion</td>
<td>4</td>
</tr>
<tr>
<td>E P D 625</td>
<td>Engine Gas Dynamics</td>
<td>2</td>
</tr>
<tr>
<td>E P D 627</td>
<td>Perspectives on Engine Modeling</td>
<td>2</td>
</tr>
<tr>
<td>E P D 628</td>
<td>Analysis of Trends in Engines</td>
<td>2</td>
</tr>
<tr>
<td>E P D 629</td>
<td>Powertrain Systems and Controls</td>
<td>3</td>
</tr>
<tr>
<td>E P D 633</td>
<td>Engine Boosting</td>
<td>2</td>
</tr>
<tr>
<td>E P D 642</td>
<td>Thermodynamics of Engine Systems</td>
<td>3</td>
</tr>
<tr>
<td>E P D 720</td>
<td>Engine Noise and Vibration</td>
<td>2</td>
</tr>
</tbody>
</table>

Electives:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>E P D 612</td>
<td>Technical Project Management</td>
</tr>
<tr>
<td>E P D 630</td>
<td>Engine Design III</td>
</tr>
<tr>
<td>E P D 690</td>
<td>Special Topics in Engineering</td>
</tr>
<tr>
<td>E P D 701</td>
<td>Writing for Professionals</td>
</tr>
<tr>
<td>E P D 702</td>
<td>Professional Presentations</td>
</tr>
<tr>
<td>E P D 704</td>
<td>Organizational Communication and Problem Solving</td>
</tr>
<tr>
<td>E P D 706</td>
<td>Change Management</td>
</tr>
<tr>
<td>E P D 708</td>
<td>Creating Breakthrough Innovations</td>
</tr>
<tr>
<td>E P D 712</td>
<td>Ethics for Professionals</td>
</tr>
<tr>
<td>E P D 713</td>
<td>Key Legal Concepts for Professionals</td>
</tr>
<tr>
<td>E P D/ACCT I S/GEN BUS 781</td>
<td>Financial and Business Acumen</td>
</tr>
<tr>
<td>E P D/GEN BUS/MARKETING 782</td>
<td>Marketing for Non-Marketing Professionals</td>
</tr>
<tr>
<td>E P D/GEN BUS/MHR 783</td>
<td>Leading Teams</td>
</tr>
<tr>
<td>E P D/GEN BUS/OTM 784</td>
<td>Project Management Essentials</td>
</tr>
<tr>
<td>E P D/GEN BUS/MHR 785</td>
<td>Effective Negotiation Strategies</td>
</tr>
</tbody>
</table>

Other courses with program director approval.

Total Credits | 30

Summer Residency:

A brief (2-3 day) summer residency at University of Wisconsin–Madison is required annually.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

Up to 7 credits numbered 300 or above can be counted toward the minimum graduate degree credit requirement. Up to 7 credits of courses numbered 600 or above can be counted toward the minimum graduate
coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count up to 9 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement, and up to 15 credits of courses numbered 700 or above taken as a UW–Madison Special student toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

**ADVISOR / COMMITTEE**

All students have both a plan advisor and academic advisor (typically the program director or academic director for each program); programs without a fixed curriculum are required to meet with their advisor to outline an approved plan of study by the end of their first academic term.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
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- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
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- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances.

**OTHER**

Students enrolled in these programs are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in these programs cannot enroll in other graduate programs nor take courses outside the prescribed curriculum. If you intend to combine study in this program with other academic programs at UW-Madison, please contact EPD Student Services (studentservices@epd.wisc.edu).

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**ENGINEERING: ENGINEERING DATA ANALYTICS, M.ENG.**

This is a named option within the Engineering M.Eng. (https://guide.wisc.edu/graduate/engineering-college-wide/engineering-meng/)

The named option Engineering Data Analytics (https://epd.wisc.edu/online-degrees/engineering-data-analytics/) is an online master’s degree that teaches students how to lead and contribute to projects that turn data into meaningful information. Become the engineer who confidently leads the transformation of big data into informed, high-impact actions.

The program offers students an opportunity to become leaders in:

- Using data analysis tools and methods to drive improvements to products, processes, research, design, testing, and operations.
• Applying best practices for the capture, storage, cleaning, querying, and data visualization.
• Evaluating and implementing effective modeling techniques and machine learning.

More information about this graduate degree can be found here (https://epd.wisc.edu/online-degrees/engineering-data-analytics/).

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>Summer Deadline</td>
<td>May 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Applications are accepted on a rolling basis for fall, spring and summer terms.

The degree may be earned by engineers who have:

• A B.S. degree in engineering or computer science from an ABET-approved program
• A minimum undergraduate grade point average (GPA) of 3.00 on the equivalent of the last 60 semester hours (approximately two years of work) or a master’s degree with a minimum cumulative GPA of 3.00

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in the Engineering M.Eng. programs are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in these programs cannot enroll in other graduate programs nor take courses outside the prescribed curriculum. If you intend to combine study in this program with other academic programs at UW–Madison, please contact Engineering Professional Development’s Student Services Department (studentservices@epd.wisc.edu).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (at least 15 credits out of 30 total credits) must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>
Overall Graduate GPA Requirement
3.00 GPA required.

Other Grade Requirements
Must retake any courses for which a grade below C is recorded.

Assessments and Examinations
No formal examination required.

Language Requirements
No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required (Core Courses) 15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>I SY E 412</td>
<td>Fundamentals of Industrial Data Analytics</td>
<td></td>
</tr>
<tr>
<td>I SY E 620</td>
<td>Simulation Modeling and Analysis</td>
<td></td>
</tr>
<tr>
<td>L I S 751</td>
<td>Database Design for Information Professionals</td>
<td></td>
</tr>
<tr>
<td>M E 459</td>
<td>Computing Concepts for Applications in Engineering</td>
<td></td>
</tr>
<tr>
<td>M E/COMP SCI/ E C E 532</td>
<td>Matrix Methods in Machine Learning</td>
<td></td>
</tr>
<tr>
<td>M E 548</td>
<td>Introduction to Design Optimization</td>
<td></td>
</tr>
<tr>
<td>M E/COMP SCI/ E C E/E M A/ E P 759</td>
<td>High Performance Computing for Applications in Engineering</td>
<td></td>
</tr>
<tr>
<td>Electives</td>
<td>Students choose 15 elective credits in consultation with their advisor.</td>
<td>15</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students are allowed to count graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
Up to 7 credits numbered 300 or above can be counted toward the minimum graduate degree credit requirement. Up to 7 credits of courses numbered 600 or above can be counted toward the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count up to 9 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement, and up to 15 credits of courses numbered 700 or above taken as a UW–Madison Special student toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE
All students have both a plan advisor and academic advisor (typically the program director or academic director for each program); programs without a fixed curriculum are required to meet with their advisor to outline an approved plan of study by the end of their first academic term.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
• Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://dos.o.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances.

OTHER

Students enrolled in these programs are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in these programs cannot enroll in other graduate programs nor take courses outside the prescribed curriculum. If you intend to combine study in this program with other academic programs at UW–Madison, please contact Engineering Professional Development’s Student Services (studentservices@epd.wisc.edu).

PROFESSIONAL SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

ENGINEERING: ENGINEERING MANAGEMENT, M.ENG.

This is a named option within the Engineering M. Eng. (https://guide.wisc.edu/graduate/engineering-college-wide/engineering-meng/)

The named option Engineering Management (https://epd.wisc.edu/online-degrees/engineering-management/) is an online engineering master’s degree, designed in content and format to help engineering professionals become exceptional leaders and managers.

In this high-impact, proven alternative to a traditional MBA for engineers, students learn to:

• Exercise appropriate leadership and management strategies and practices aligned to the needs of their teams, projects, and organizations.
• Confidently lead engineering teams and projects.
• Improve the impact of their engineering decisions and project proposals on the financial bottom line of their employer.
• Knowlegably navigate engineering-related legal issues, marketing opportunities, and data-driven decisions.
• Successfully communicate, advocate, and negotiate for positive results with stakeholders, decision-makers, and partners.

More information about this graduate degree can be found here (https://epd.wisc.edu/online-degrees/engineering-management/).

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
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</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
<tr>
<td></td>
<td>3</td>
</tr>
<tr>
<td>* Applicants are recommended to submit GRE scores if they have already taken the exam.</td>
<td></td>
</tr>
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</table>

A cohort of students begins in summer each year. This is the recommended term to start. Students are also accepted on a rolling basis for fall and spring terms.

Admission requirements for engineers interested in applying are:

• A B.S. degree in engineering from an ABET-approved program
• A minimum undergraduate grade-point average (GPA) of 3.00 on the equivalent of the last 60 semester hours (approximately two years of work) or a master’s degree with a minimum cumulative GPA of 3.00
Two years of post-baccalaureate work experience in engineering (co-op or intern experience counts toward requirement)

Interested applicants with B.S. degrees in related fields should contact the graduate programs coordinator for more specific admission information at gradadmissions@epd.wisc.edu. For further details about the program, please see the program website (https://epd.wisc.edu/online-degree/master-of-engineering-management).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in the Engineering M.Eng. programs are not permitted to accept teaching assistantships, project assistantships, research assistantships, or other appointments that would result in a tuition waiver. Students in these programs cannot enroll in other graduate programs nor take courses outside the prescribed curriculum. If you intend to combine study in this program with other academic programs at UW–Madison, please contact Engineering Professional Development’s Student Services Department (studentservices@epd.wisc.edu).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

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<td>All courses in this curriculum program are graduate-level courses, identified with the Graduate Level Coursework attribute in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
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<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
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<td>Assessments and Examinations</td>
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<th>Credits</th>
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</thead>
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<tr>
<td>EPD 518</td>
<td>Quality Engineering and Quality Management</td>
<td>3</td>
</tr>
<tr>
<td>EPD 611</td>
<td>Engineering Economics and Management</td>
<td>3</td>
</tr>
<tr>
<td>EPD 612</td>
<td>Technical Project Management</td>
<td>3</td>
</tr>
<tr>
<td>EPD 614</td>
<td>Marketing for Technical Professionals</td>
<td>3</td>
</tr>
<tr>
<td>EPD 616</td>
<td>Engineering Law</td>
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<td>EPD 617</td>
<td>Communicating Technical Information</td>
<td>3</td>
</tr>
<tr>
<td>EPD 618</td>
<td>Applied Leadership and Management of Engineering Organizations</td>
<td>3</td>
</tr>
<tr>
<td>EPD 710</td>
<td>Foundations of Engineering Leadership</td>
<td>2</td>
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<tr>
<td>EPD 613</td>
<td>International Engineering Strategies and Operations</td>
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</tr>
<tr>
<td>EPD 619</td>
<td>Fostering and Leading Innovation</td>
<td></td>
</tr>
<tr>
<td>EPD 704</td>
<td>Organizational Communication and Problem Solving</td>
<td></td>
</tr>
<tr>
<td>EPD 706</td>
<td>Change Management</td>
<td></td>
</tr>
<tr>
<td>EPD 708</td>
<td>Creating Breakthrough Innovations</td>
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<tr>
<td>EPD 712</td>
<td>Ethics for Professionals</td>
<td></td>
</tr>
<tr>
<td>E P D/GEN BUS/M H R 785</td>
<td>Effective Negotiation Strategies</td>
<td>8</td>
</tr>
</tbody>
</table>

Electives (8 credits) can be selected from the following, and other courses as available:
CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

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PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

ENGINEERING: MANUFACTURING SYSTEMS ENGINEERING, M.ENG.

This is a named option within the Engineering M.Eng (https://guide.wisc.edu/graduate/engineering-college-wide/engineering-meng/).

The named option Manufacturing Systems Engineering (https://epd.wisc.edu/online-degrees/manufacturing-systems-engineering-master-of-engineering/) is an online master’s degree designed to prepare engineering professionals to lead their manufacturing operations now and in the future. Students will gain cross-functional expertise to drive creative product and process improvement leveraging advanced tools, technologies, and automation systems.

Students in this program will learn how to:

• Analyze, compare, and contrast technical and business systems to optimize operations
• Simulate production processes and evaluate large data sets to identify areas of improvement and develop long-term strategies
• Solve problems and drive innovation to remain competitive
• Understand advanced automation and smart manufacturing technologies that will change the manufacturing processes and positively affect the business

More information about this graduate degree can be found here (https://epd.wisc.edu/online-degrees/manufacturing-systems-engineering/).

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tr>
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</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.*</td>
</tr>
</tbody>
</table>

English Proficiency Test
Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) | n/a

Letters of Recommendation Required

• Applicants are recommended to submit GRE scores if they have already taken the exam.

The degree may be earned by engineers who have:

• A B.S. degree in engineering from an ABET-approved program
• A minimum undergraduate grade-point average (GPA) of 3.00 on the equivalent of the last 60 semester hours (approximately two years of work) or a master’s degree with a minimum cumulative GPA of 3.00.

Interested applicants with B.S. degrees in related fields should contact the graduate programs coordinator for more specific admission information at gradadmissions@epd.wisc.edu. For more details, see the program website. (https://epd.wisc.edu/online-degree/manufacturing-systems-engineering/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in the Engineering M.Eng. programs are not permitted to accept teaching assistantships, project assistantships, research assistantships, or other appointments that would result in a tuition waiver. Students in these programs cannot enroll in other graduate programs nor take courses outside the prescribed curriculum. If you intend to combine study in this program with other academic programs at UW–Madison, please contact Engineering Professional Development’s Student Services Department (studentservices@epd.wisc.edu).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
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</tr>
</tbody>
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Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement:
- 30 credits

Minimum Residence Credit Requirement:
- 16 credits

Minimum Graduate Coursework Requirement:
- Half of degree coursework (at least 15 credits out of 30 total credits) must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall GPA Requirement:
- 3.00 GPA required.

Other Grade Requirements:
- Must retake any courses for which a grade below C is recorded.

Assessments and Examinations:
- No formal examination required.

Language Requirements:
- No language requirements.

REQUIRED COURSES

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPD 611</td>
<td>Engineering Economics and Management</td>
<td>3</td>
</tr>
<tr>
<td>EPD 612</td>
<td>Technical Project Management</td>
<td>3</td>
</tr>
<tr>
<td>EPD 678</td>
<td>Supply Chain Management for Engineers</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 412</td>
<td>Fundamental of Industrial Data Analytics</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 615</td>
<td>Production Systems Control</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 618</td>
<td>Quality Engineering and Quality Management</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 641</td>
<td>Design and Analysis of Manufacturing Systems</td>
<td>3</td>
</tr>
<tr>
<td>M E 529</td>
<td>Smart Manufacturing</td>
<td>3</td>
</tr>
</tbody>
</table>

Electives: 6

Total Credits: 30

1 Students choose elective courses in consultation with their advisor.

GRADUATE SCHOOL POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
Up to 7 credits numbered 300 or above can be counted toward the minimum graduate degree credit requirement. Up to 7 credits of courses numbered 600 or above can be counted toward the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count up to 9 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement, and up to 15 credits of courses numbered 700 or above taken as a UW–Madison Special student toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in...
in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE
All students have both a plan advisor and academic advisor (typically the program director or academic director for each program); programs without a fixed curriculum are required to meet with their advisor to outline an approved plan of study by the end of their first academic term.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances.

OTHER
Students enrolled in these programs are not permitted to accept teaching assistantships, project assistantships, research assistantships, or other appointments that would result in a tuition waiver. Students in these programs cannot enroll in other graduate programs nor take courses outside the prescribed curriculum. If you intend to combine study in this program with other academic programs at UW–Madison, please contact Engineering Professional Development's Student Services (studentservices@epd.wisc.edu)

PROFESSIONAL DEVELOPMENT

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Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

ENGINEERING: POLYMER ENGINEERING, M.ENG.

This is a named option in the Engineering M.Eng (p. 656).

The named option of Polymer Engineering is a fully online degree that includes an interdisciplinary curriculum of courses incorporating the latest research and practices in plastics and polymer manufacturing. It is designed to prepare engineers for professional practice in the polymer industry.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tr>
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</tr>
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<td>Spring Deadline</td>
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</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>
English Proficiency

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT)

n/a

Letters of Recommendation

Required

3

Applications are accepted on a rolling basis for fall terms.

The degree may be earned by engineers who have:

* A minimum undergraduate grade point average (GPA) of 3.00 on the equivalent of the last 60 semester hours (approximately two years of work) or a master's degree with a minimum cumulative GPA of 3.00

### FUNDING

#### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

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### FEDERAL LOANS

Students who are U.S. citizens or permanent residents are eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least four credits during the Fall and Spring semesters, and two credits during Summer. Private loans are also available. Learn more about financial aid at financialaid.wisc.edu (https://financialaid.wisc.edu/).

### EMPLOYER SUPPORT

Many students receive some financial support from their employers. Often, students find it beneficial to sit down with their employer and discuss how this program applies to their current and future responsibilities. Other key points to discuss include how participation will not interrupt your work schedule.

## REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

### NAMED OPTION REQUIREMENTS

#### MODE OF INSTRUCTION

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### CURRICULAR REQUIREMENTS

**Requirements Detail**

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<tbody>
<tr>
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<td>16 credits</td>
</tr>
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<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Overall Graduate GPA Requirement</th>
<th>3.00 GPA required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Grade Requirements</td>
<td>Must retake any courses for which a grade below C is recorded.</td>
</tr>
<tr>
<td>Assessments and Examinations Language Requirements</td>
<td>None.</td>
</tr>
</tbody>
</table>


REQUIRED COURSES
This degree is geared toward those with an academic background in Engineering (Chemical, Mechanical, Materials, Biomedical, Biological Systems, Civil, Etc.). Students entering the program are expected to have completed an undergraduate degree in an Engineering Field, or Chemistry, Biochemistry, Food Science or Physics. Students may be admitted with deficiency on a case-by-case basis, but will be expected to complete the necessary leveling courses.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>E P D 636</td>
<td>Introduction to Polymers</td>
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<tr>
<td>E P D 637</td>
<td>Polymer Characterization</td>
<td>3</td>
</tr>
<tr>
<td>M E 417</td>
<td>Transport Phenomena in Polymer Processing</td>
<td>3</td>
</tr>
<tr>
<td>M E 418</td>
<td>Engineering Design with Polymers</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>18</td>
</tr>
<tr>
<td>E P D 638</td>
<td>Polymer Coatings</td>
<td></td>
</tr>
<tr>
<td>E P D 639</td>
<td>Plastics Recycling and Sustainability</td>
<td></td>
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<tr>
<td>M E 419</td>
<td>Fundamentals of Injection Molding</td>
<td></td>
</tr>
<tr>
<td>M E/BSE/FOOD SCI 441</td>
<td>Rheology of Foods and Biomaterials</td>
<td></td>
</tr>
<tr>
<td>M E/CIV ENGR/ E M A 508</td>
<td>Composite Materials</td>
<td></td>
</tr>
<tr>
<td>M E 514</td>
<td>Additive Manufacturing</td>
<td></td>
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<tr>
<td>M E/E M A 570</td>
<td>Experimental Mechanics</td>
<td></td>
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<tr>
<td>M E 699</td>
<td>Advanced Independent Study</td>
<td></td>
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<tr>
<td>M E 717</td>
<td>Advanced Polymer Processing</td>
<td></td>
</tr>
<tr>
<td>M E 718</td>
<td>Modeling and Simulation in Polymer Processing</td>
<td></td>
</tr>
<tr>
<td>M E/E M A 722</td>
<td>Introduction to Polymer Rheology</td>
<td></td>
</tr>
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</table>

Total Credits 30

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students are allowed to count graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
Up to 7 credits numbered 300 or above can be counted toward the minimum graduate degree credit requirement. Up to 7 credits of courses numbered 600 or above can be counted toward the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

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ADVISOR / COMMITTEE
All students have both a plan advisor and academic advisor (typically the program director or academic director for each program); programs without a fixed curriculum are required to meet with their advisor to outline an approved plan of study by the end of their first academic term.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

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- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
The named option Sustainable Systems Engineering (https://epd.wisc.edu/online-degrees/sustainable-systems-engineering/) is an online master's degree designed to prepare students to understand and apply principles of engineering, science, policy, and economics to current and future environmental sustainability issues. Through objective, reliable, and cost-effective engineering methods, students will create sustainable solutions for society’s energy and resource challenges.

In this program you will

- Apply sustainability principles to engineering practices and renewable/sustainable energy system design
- Gain expertise and knowledge of the environmental, social and economic aspects, and design interplays of sustainability frameworks and renewable energy systems
- Position yourself to create and lead sustainability and renewable/sustainable energy project initiatives through your organization and for your clients

The program is tailored for working engineers, offering:

- Knowledge and skills that can immediately be applied to work situations
- Project-based learning with experienced professionals
- Award-winning distance-learning design

More information about this graduate degree can be found here (https://epd.wisc.edu/online-degrees/sustainable-systems-engineering/).

### ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

#### Requirements

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<tr>
<td>GRE (Graduate Record Examinations)</td>
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</tr>
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</table>

### PROFESSIONAL DEVELOPMENT

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

### PEOPLE

Prof. Tim Osswald
Prof. Lih-Shen "Tom" Turng
Dr. Nicole Zacharia

**ENGINEERING: SUSTAINABLE SYSTEMS ENGINEERING, M.ENG.**

This is a named option within the Engineering M.Eng. (https://guide.wisc.edu/graduate/engineering-college-wide/engineering-meng/)
Applicants are recommended to submit GRE scores if they have already taken the exam.

Applications are accepted on a rolling basis for fall and spring terms.

The degree may be earned by engineers who have:

* A B.S. degree in engineering from an ABET-approved program
* A minimum undergraduate grade-point average (GPA) of 3.00 on the equivalent of the last 60 semester hours (approximately two years of work) or a master’s degree with a minimum cumulative GPA of 3.00

Interested applicants with B.S. degrees in related fields should contact the graduate programs coordinator for more specific admission information at gradadmissions@epd.wisc.edu. Prior coursework should include significant science and math courses. For more details, see the program website. (https://epd.wisc.edu/online-degree/sustainable-systems-engineering/)

**CURRICULAR REQUIREMENTS**

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**REQUIRED COURSES**

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<th>Credits</th>
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<tbody>
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<td>E P D 669</td>
<td>Sustainable Systems Engineering Capstone</td>
<td>3</td>
</tr>
<tr>
<td>BSE/ENVIR ST 367</td>
<td>Renewable Energy Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 729</td>
<td>Environmental Sustainability Tools</td>
<td>3</td>
</tr>
<tr>
<td>E P D 660</td>
<td>Core Competencies of Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>GEOSCI/ENVIR ST 411</td>
<td>Energy Resources</td>
<td>3</td>
</tr>
<tr>
<td>OTM 770</td>
<td>Sustainable Approaches to System Improvement</td>
<td>4</td>
</tr>
<tr>
<td>CIV ENGR/G L E 535</td>
<td>Wind Energy Balance-of-Plant Design</td>
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**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

*Accelerated:* Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
Elective Courses (Maximum 9 credits from these courses)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E P D 602</td>
<td>Special Topics in Engineering Physics (Sustainable Energy Challenges &amp; Solutions)</td>
<td>1</td>
</tr>
<tr>
<td>E P D 611</td>
<td>Engineering Economics and Management</td>
<td>3</td>
</tr>
<tr>
<td>E P D 612</td>
<td>Technical Project Management</td>
<td>3</td>
</tr>
<tr>
<td>E P D 639</td>
<td>Plastics Recycling and Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>E P D 701</td>
<td>Writing for Professionals</td>
<td>1</td>
</tr>
<tr>
<td>E P D 702</td>
<td>Professional Presentations</td>
<td>1</td>
</tr>
<tr>
<td>E P D 704</td>
<td>Organizational Communication and Problem Solving</td>
<td>1</td>
</tr>
<tr>
<td>E P D 706</td>
<td>Change Management</td>
<td>1</td>
</tr>
<tr>
<td>E P D 708</td>
<td>Creating Breakthrough Innovations</td>
<td>1</td>
</tr>
<tr>
<td>E P D 712</td>
<td>Ethics for Professionals</td>
<td>1</td>
</tr>
<tr>
<td>E P D/ACCT I S/GEN BUS 781</td>
<td>Financial and Business Acumen</td>
<td>1</td>
</tr>
<tr>
<td>E P D/GEN BUS/MARKETING 782</td>
<td>Marketing for Non-Marketing Professionals</td>
<td>1</td>
</tr>
<tr>
<td>E P D/GEN BUS/MHR 783</td>
<td>Leading Teams</td>
<td>1</td>
</tr>
<tr>
<td>E P D/GEN BUS/OTM 784</td>
<td>Project Management Essentials</td>
<td>1</td>
</tr>
<tr>
<td>E P D/GEN BUS/MHR 785</td>
<td>Effective Negotiation Strategies</td>
<td>1</td>
</tr>
</tbody>
</table>

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acdpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies within the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate resident credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW-Madison Undergraduate
Up to 7 credits numbered 300 or above can be counted toward the minimum graduate degree credit requirement. Up to 7 credits of courses numbered 600 or above can be counted toward the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate resident credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW-Madison University Special
With program approval, students are allowed to count up to 9 credits of coursework numbered 300 or above taken as a UW-Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement, and up to 15 credits of courses numbered 700 or above taken as a UW-Madison Special student toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

All students have an academic advisor (program director). Students should meet with their advisor to outline an approved plan of study by the end of the first academic term.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
research and applied problem solving. As well as to advance knowledge and techniques for both scientific engineering principles to the field of environmental chemistry. This interdisciplinary approach bringing state-of-the-art scientific and technology (EC&T). The strength of the EC&T program lies in

Any student enrolled in a University of Wisconsin–Madison doctoral program can pursue a doctoral minor in Environmental Chemistry and Technology (EC&T). The Environmental Chemistry and Technology Program faculty is composed of an interdepartmental committee. Several committee members who have appointments in the Department of Civil and Environmental Engineering are located in the Water Science and

Launching your career.

Contact James P. Hurley, Chair, Environmental Chemistry and Technology Program, jphurley@wisc.edu.

A minimum of 9 course credits associated with the EC&T Ph.D. major’s core classwork (CIV ENGR 703 or GEOSCI 875, CIV ENGR/M&ENVTOX/ SOIL SCI 631 or CIV ENGR 704, CIV ENGR/ATM OCN 701 or CHEM 629) and/or advanced electives (numbered 500 or higher) associated with the program. One semester of CIV ENGR 909 must be included. Breadth of courses should complement the Ph.D. major and the student’s academic background. Students are expected to achieve a B or better in all courses for the minor. EC&T minor courses and those required by the Ph.D. major cannot overlap or double-count.

Faculty: Anantharaman (Bacteriology), Bertram (Chemistry), Bleam (Soil Science), Ginder-Vogel (Civil and Environmental Engineering), Harrington (Civil and Environmental Engineering), Hurley (director) (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), Majumder (Bacteriology), McMahon (Civil and Environmental Engineering), Pedersen (Molecular and Environmental Toxicology/Soil Science), Remucal (Civil and Environmental Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering) Whitman (Soil Science)

The program has been organized to offer advanced instruction and research training in environmental chemistry and environmental technology leading to the master of science. The program trains candidates for careers in teaching, research, resource management, environmental consulting, and private sector/industrial positions. Areas of work include the development of advanced technologies and materials for air and water purification and for the saving and storage of energies, alternative energy technologies, water and air pollution control, soil and sediment remediation, environmental technology, chemical limnology, and groundwater chemistry.

The M.S. degree is designed for students who have a strong background in chemistry and who desire graduate training in applying chemistry to environmental systems. Individual programs are tailored to meet the candidate’s interests through selection of a specialization and elective courses. Areas of specialization include aquatic chemistry, air pollution chemistry, terrestrial chemistry, and chemical- and bio-technology development.

The Environmental Chemistry and Technology Program is a unit of the College of Letters & Science. The program is housed in the Department of Civil and Environmental Engineering.

Any student enrolled in a University of Wisconsin–Madison doctoral program can pursue a doctoral minor in Environmental Chemistry and Technology (EC&T). The strength of the EC&T program lies in its interdisciplinary approach bringing state-of-the-art scientific and engineering principles to the field of environmental chemistry. This enables EC&T to educate and train graduate students for varied careers as well as to advance knowledge and techniques for both scientific research and applied problem solving.
Engineering Laboratory. Other members are located in their respective departments.

The environmental chemistry and technology area occupies over 10,000 square feet of office and laboratory space in the Water Science and Engineering Laboratory. Facilities include offices, conference room, classrooms, computer facilities, and over 8,000 square feet devoted to research. The research areas, including trace element and mercury clean laboratories, are designed for research in aquatic chemistry, air pollution chemistry, and environmental technology. Shop facilities (electronics/mechanical) allow fabrication of specialized equipment tailored to the particular field and laboratory research needs. Other specialized facilities include areas for investigations of air pollution chemistry, ceramic membrane technologies, hazardous material remediation, and development of energy storage devices.

In addition to the Water Science and Engineering Laboratory, students also have access to numerous facilities on the UW–Madison campus, including laboratories in the Departments of Soil Science, Chemical and Biological Engineering, Materials Science and Engineering, Chemistry, Geoscience, Civil and Environmental Engineering, the Center for Limnology, and the State Laboratory of Hygiene.

### ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) *of the Graduate School* as well as the program(s). 

Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/`</a>)</td>
</tr>
</tbody>
</table>

**Other Test(s) (e.g., GMAT, MCAT)** | n/a |
| Letters of Recommendation Required | 3 |

* GRE scores will not be required for Spring, Summer, or Fall 2022 admission due to challenges taking the exam during the COVID-19 pandemic.

Students seeking admission should have a background in the fundamental areas of general, organic, physical, and analytical chemistry. In addition, students should have some background in applied sciences which can be fulfilled with a minimum of 6 credits in natural sciences such as botany, zoology, bacteriology, earth science, material science, biochemistry, or engineering. Students who have not met these requirements must do so prior to the completion of the master’s degree.

The application deadline is December 15 for the fall term and October 1 for the spring term. Late applications may not be reviewed for funding opportunities.

**Required materials**
1. All applicants must use the UW–Madison Graduate School online application system.
2. Three letters of recommendation
4. Please send GRE and TOEFL scores electronically to UW–Madison, institution code 1846.
5. All items should be submitted through the online application. Please do not mail or e-mail materials directly to our program at the time of application. If you are admitted to our program, we will request an official copy of your transcript at that time.

### FUNDING

### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

Students accepted into the program can expect to be fully funded through through fellowships, teaching assistantships, or research assistantships on research projects. Admission decisions are based on the student’s qualifications and research interests, the availability of funding, and the focus of funded research projects. Funding includes a waiver of tuition (excluding segregated fees), health benefits (including family coverage), and a yearly stipend.

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

### MAJOR REQUIREMENTS

#### MODE OF INSTRUCTION

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<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
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<tbody>
<tr>
<td>Yes</td>
<td>No</td>
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<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Minimum Requirement</th>
<th>30 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Residence</td>
<td>15 credits</td>
</tr>
<tr>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
<td></td>
</tr>
<tr>
<td>Overall Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirement</td>
<td>Students must earn a B or above in all courses counting toward degree requirements.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>The thesis track requires a formal thesis.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Students are required to develop a plan of courses with their advisor. Additional courses beyond the core courses may be included with approval of the student's academic advisor and the approval of the EC&T Academic Planning Committee.

All incoming EC&T students should have basic preparation in the fundamental areas of general, organic, physical and analytical chemistry. Students should also have previous coursework in the natural sciences, which can include botany, bacteriology, zoology, earth science, material science, biochemistry or engineering. Note that CIV ENGR 500 Water Chemistry, or an equivalent advanced Environmental Chemistry course, is a prerequisite for many of the core EC&T courses. If these requirements have not been met prior to entering the program, this should be considered when planning the coursework.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIV ENGR 703</td>
<td>Environmental Geochemistry</td>
<td>1-3</td>
</tr>
<tr>
<td>or GEOSCI 875</td>
<td>Advanced Topics in Geology</td>
<td></td>
</tr>
</tbody>
</table>

| CIV ENGR/ M&ENVTOX/ SOIL SCI 631 | Toxicants in the Environment: Sources, Distribution, Fate, & Effects |
| CIV ENGR 704 | Environmental Chemical Kinetics |

| CIV ENGR/ ATM OCN 701 or CHEM 629 | The Chemistry of Air Pollution |
| CIV ENGR 909 | Graduate Seminar - Environmental Chemistry & Technology |
| or CIV ENGR/ ATM OCN/ BOTANY/ ENVIR ST/ GEOSCI/ ZOOLOGY 911 | Limnology and Marine Science Seminar |
| CIV ENGR 790 | Master's Research or Thesis |

1 Students must enroll in CIV ENGR 909 Graduate Seminar - Environmental Chemistry & Technology or CIV ENGR/ATM OCN/ BOTANY/ENVIR ST/GEOSCI/ZOOLOGY 911 Limnology and Marine Science Seminar each semester. Ph.D. students are required to present a seminar at least once during their master's program.

2 Students must complete minimum of 4 research credits of CIV ENGR 790 Master's Research or Thesis with their faculty advisor. If supported with a graduate assistantship (TA, RA, PA), students should enroll in the appropriate number of research credits each semester to achieve full-time status as required by credit-load rules.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students may be allowed to count credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, 7 credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, 15 credits taken as a UW–Madison Special student are allowed toward minimum coursework requirements.
PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE
All incoming students are assigned a faculty advisor. Students are expected to meet with their advisor on a regular basis. In addition to meeting with the assigned faculty advisor, students will also meet their Academic Planning Committee.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://ht.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

EC&T Grievance Procedures
If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students' concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc.). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages and published handbooks for information. If such procedures exist at the local level, these should be investigated first. For more information see the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.
2. Should a satisfactory resolution not be achieved, the student should contact the program's Grievance Advisor or Director of Graduate Study to discuss the grievance.

Chris Brace, Assistant Dean
The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Compliance website (https://compliance.wisc.edu/).

4. If the issue is not resolved to the student's satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.
5. On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.
6. The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.
7. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the School/College.
8. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER
Admitted students will be contacted directly by faculty regarding funding opportunities.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulate research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of environmental chemistry and technology.
2. Formulate ideas, concepts, and/or techniques beyond the current boundaries of knowledge in environmental chemistry and technology.
3. Create research or scholarship that makes a substantive contribution.
4. Demonstrate breadth within their learning experiences.
5. Advance contributions to the field of environmental chemistry.
6. Communicate complex ideas in a clear and understandable manner.
7. Recognize and apply principles of ethical and professional conduct.

PEOPLE

Civil and Environmental Engineering Faculty: Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Rand, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu; M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

Geological Engineering Faculty: Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thuber (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainer). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

Environmental Chemistry and Technology Faculty: Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering); Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/graduate-academics/environmental-chemistry-technology/).

ENVIRONMENTAL CHEMISTRY AND TECHNOLOGY, PH.D.

The program has been organized to offer advanced instruction and research training in environmental chemistry and environmental technology leading to the doctor of philosophy. A doctoral minor in environmental chemistry and technology is also offered. The program trains candidates for careers in teaching, research, resource management, environmental consulting, and private sector/industrial positions. Areas of work include the development of advanced technologies and materials for air and water purification and for the saving and storage of energies, alternative energy technologies, water and air pollution control, soil and sediment remediation, environmental technology, chemical limnology, and groundwater chemistry.

The Ph.D. degree is designed for students who have a strong background in chemistry and who desire graduate training in applying chemistry to environmental systems. Individual programs are tailored to meet the candidate’s interests through selection of a specialization and elective courses. Areas of specialization include aquatic chemistry, air pollution chemistry, terrestrial chemistry, and chemical- and bio-technology development.

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In addition to the Water Science and Engineering Laboratory, students also have access to numerous facilities on the UW–Madison campus, including laboratories in the Departments of Soil Science, Chemical and Biological Engineering, Materials Science and Engineering, Chemistry, Geoscience, Civil and Environmental Engineering, the Center for Limnology, and the State Laboratory of Hygiene.
ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* GRE scores will not be required for Spring, Summer, or Fall 2022 admission due to challenges taking the exam during the COVID-19 pandemic.

Students seeking admission should have a background in the fundamental areas of general, organic, physical, and analytical chemistry. In addition, students should have some background in applied sciences which can be fulfilled with a minimum of 6 credits in natural sciences such as botany, zoology, bacteriology, earth science, material science, biochemistry, or engineering. Students who have not met these requirements must do so prior to the completion of the master’s degree.

The application deadline is December 15 for the fall term and October 1 for the spring term. Late applications may not be reviewed for funding opportunities.

Required materials

1. All applicants must use the UW–Madison Graduate School online application system.
2. Three letters of recommendation
4. Please send GRE and TOEFL scores electronically to UW–Madison, institution code 1846.
5. All items should be submitted through the online application. Please do not mail or e-mail materials directly to our program at the time of application. If you are admitted to our program, we will request an official copy of your transcript at that time.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students accepted into the program can expect to be fully funded through fellowships, teaching assistantships, or research assistantships on research projects. Admission decisions are based on the student’s qualifications and research interests, the availability of funding, and the focus of funded research projects. Funding includes a waiver of tuition (excluding segregated fees), health benefits (including family coverage), and a yearly stipend.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>51 credits</td>
</tr>
<tr>
<td>Credit</td>
<td>Requirement</td>
</tr>
</tbody>
</table>
Minimum Residence Credit Requirement 32 credits

Minimum Graduate Coursework Requirement Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements Students must earn a B or above in all courses counting toward degree requirements.

Assessments and Examinations Doctoral students are required to take a comprehensive preliminary exam by the end of their fifth semester of study in the Ph.D. program. A final oral exam of the doctoral dissertation is required. Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements No language requirements.

Doctoral Minor/ Breadth Requirements All doctoral students are required to complete a minor.

REQUIRED COURSES

Students are required to develop a plan of courses with their advisor.

All incoming EC&T students should have basic preparation in the fundamental areas of general, organic, physical and analytical chemistry. Students should also have previous coursework in the natural sciences, which can include botany, bacteriology, zoology, earth science, material science, biochemistry or engineering. Note that CIV ENGR 500 Water Chemistry or equivalent advanced course in Environmental Chemistry, is a prerequisite for many of the core EC&T courses. If these requirements have not been met prior to entering the program, this should be considered when planning the coursework.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIV ENGR 703</td>
<td>Environmental Geochemistry</td>
<td>1-3</td>
</tr>
<tr>
<td>or GEOSCI 875</td>
<td>Advanced Topics in Geology</td>
<td></td>
</tr>
<tr>
<td>CIV ENGR/ M&amp;ENVTOX/ SOIL SCI 631</td>
<td>Toxicants in the Environment: Sources, Distribution, Fate, &amp; Effects</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 704</td>
<td>Environmental Chemical Kinetics</td>
<td></td>
</tr>
<tr>
<td>CIV ENGR/ ATM OCN 701</td>
<td>The Chemistry of Air Pollution</td>
<td>2-3</td>
</tr>
<tr>
<td>or CHEM 629</td>
<td>Atmospheric Chemical Mechanisms</td>
<td></td>
</tr>
<tr>
<td>CIV ENGR 909</td>
<td>Graduate Seminar - Environmental Chemistry &amp; Technology</td>
<td>1</td>
</tr>
</tbody>
</table>

or CIV ENGR/ ATM OCN/ BOTANY/ ENVIR ST/ GEOSCI/ ZOOLOGY 911 Limnology and Marine Science Seminar

1 Students must enroll in CIV ENGR 909 Graduate Seminar - Environmental Chemistry & Technology or CIV ENGR/ATM OCN/ BOTANY/ENVIR ST/GEOSCI/ZOOLOGY 911 Limnology and Marine Science Seminar each semester. Ph.D. students should present a seminar once per academic year, either fall or spring semester.

Graduate-Level Chemistry Requirement

Students must take two 500-level or above chemistry courses. A partial list of potential courses is included below. Other courses may be substituted for this requirement with approval of the student’s academic advisor and the approval of the EC&T Academic Planning Committee.

Course options

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM 507</td>
<td>General Biochemistry I</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM 508</td>
<td>General Biochemistry II</td>
<td>3-4</td>
</tr>
<tr>
<td>BIOCHEM 800</td>
<td>Practical Nuclear Magnetic Resonance Theory</td>
<td>2</td>
</tr>
<tr>
<td>BIOCHEM/ BOTANY 621</td>
<td>Plant Biochemistry</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM 801</td>
<td>Biochemical Applications of Nuclear Magnetic Resonance</td>
<td>2</td>
</tr>
<tr>
<td>CBE 547</td>
<td>Introduction to Colloid and Interface Science</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 524</td>
<td>Chemical Instrumentation</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 561</td>
<td>Physical Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 565</td>
<td>Biophysical Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 605</td>
<td>Spectrochemical Measurements</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 613</td>
<td>Chemical Crystallography</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 624</td>
<td>Electrochemistry</td>
<td>2-3</td>
</tr>
<tr>
<td>CHEM 636</td>
<td>Topics in Chemical Instrumentation: Introduction to NMR</td>
<td>2</td>
</tr>
<tr>
<td>CHEM 728</td>
<td>Electronics for Chemical Instrumentation</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 637</td>
<td>Topics in Chemical Instrumentation: Advanced Methods in NMR</td>
<td>1-2</td>
</tr>
<tr>
<td>CHEM 652</td>
<td>Chemistry of Inorganic Materials</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 653</td>
<td>Chemistry of Nanoscale Materials</td>
<td>3</td>
</tr>
<tr>
<td>CHEM/ BIOCHEM 665</td>
<td>Biophysical Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 668</td>
<td>Biophysical Spectroscopy</td>
<td>2-3</td>
</tr>
<tr>
<td>CHEM 725</td>
<td>Separations in Chemical Analysis</td>
<td>2-3</td>
</tr>
<tr>
<td>CHEM 738</td>
<td>Introduction to Mass Spectrometry</td>
<td>1</td>
</tr>
<tr>
<td>CHEM 777</td>
<td>Physical Chemistry of Surfaces</td>
<td>2-3</td>
</tr>
<tr>
<td>CIV ENGR 501</td>
<td>Water Analysis-Intermediate</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 609</td>
<td>Special Topics in Water Chemistry</td>
<td>1-3</td>
</tr>
<tr>
<td>CIV ENGR 700</td>
<td>Chemistry of Natural Waters</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 748</td>
<td>Structural Analysis of Materials</td>
<td>3</td>
</tr>
</tbody>
</table>
examination and to be admitted to candidacy a second time. The preliminary examination may be required to take another preliminary examination and deposit the dissertation within five years after passing the preliminary examination. A candidate for a doctoral degree who fails to take the final oral examination and to be admitted to candidacy a second time.

TIME CONSTRAINTS
A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

MAJOR-SPECIFIC POLICIES
PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students may be to count credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, 7 credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, 15 credits taken as a UW–Madison Special student are allowed toward minimum coursework requirements.

PROBATION
A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of enrollment the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

PATTERNS OF PROBATION
Students may be placed on academic probation two times, before being dismissed from the Graduate School.

Advisor / Committee
All incoming students are assigned an advisor. Students are expected to meet with their advisor on a regular basis. In addition to meeting with the assigned faculty advisor, students will also meet their Academic Planning Committee.

CREDITS PER TERM ALLOWED
15 credits

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

EC&T Grievance Procedures
If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students’ concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc.). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages and published handbooks for information. If such procedures exist at the local level, these should be investigated first. For more information see the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.
2. Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor or Director of Graduate Study to discuss the grievance.

Chris Brace, Assistant Dean
The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact
for graduate students who have concerns about education, mentoring, research, or other difficulties.

The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Compliance website (https://compliance.wisc.edu/).

4. If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.

5. On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.

6. The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

7. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the School/College.

8. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER
Admitted students will be contacted directly by faculty regarding funding opportunities.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulate research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of environmental chemistry and technology.
2. Formulate ideas, concepts, and/or techniques beyond the current boundaries of knowledge in environmental chemistry and technology.
3. Create research or scholarship that makes a substantive contribution.
4. Demonstrate breadth within their learning experiences.
5. Advance contributions to the field of environmental chemistry.
6. Communicate complex ideas in a clear and understandable manner.
7. Fosters ethical and professional conduct.

CIVIL AND ENVIRONMENTAL ENGINEERING FACULTY

- Professors Likos (chair), Ahn, Bahia, Cramer, Hanna, Harrington, Hurley, Loheide, McMahon, Noguera, Noyce, Park, Parra-Montesinos, Ran, Russell, Schauer, Wu; Associate Professors Block, Fratta, Ginder-Vogel, Pincheira, Remucal, Tinjum; Assistant Professors Blum, Hampton, Hicks, Prabhakar, Pujara, Qin, Sone, Wang, Wei, Wright, Zhu, M.Eng Program Director Carlson. See also CEE faculty (http://directory.engr.wisc.edu/cee/faculty/).

GEological ENGINEERING FACULTY

- Professors Tinjum (director) (Civil and Environmental Engineering), Feigl (Geoscience), Goodwin (Geoscience), Holloway (Nelson Institute), Likos (Civil and Environmental Engineering), Loheide (Civil and Environmental Engineering), Thurber (Geoscience), Tikoff (Geoscience), Wu (Civil and Environmental Engineering); Associate Professors Cardiff (Geoscience), Fratta (Civil and Environmental Engineering), Ginder-Vogel (Civil and Environmental Engineering); Assistant Professors Hampton (Civil and Environmental Engineering), Hicks (Civil and Environmental Engineering), Sone (Civil and Environmental Engineering), Zoet (Geoscience); Professor of Practice Pakes (Grainger). See also GLE faculty (https://www.engr.wisc.edu/geological-engineering/people/).

ENVIRONMENTAL CHEMISTRY AND TECHNOLOGY FACULTY

- Professors Hurley (director) (Civil and Environmental Engineering), Bertram (Chemistry), Bleam (Soil Science), Harrington (Civil and Environmental Engineering), Karthikeyan (Biological Systems Engineering), McMahon (Civil and Environmental Engineering/Bacteriology), Roden (Geoscience), Root (Chemical and Biological Engineering), Schauer (Civil and Environmental Engineering), Thompson (Biological Systems Engineering); Associate Professors Ginder-Vogel (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering); Assistant Professors Anantharaman (Bacteriology), Majumder (Bacteriology), Qin (Civil and Environmental Engineering), Wei (Civil and Environmental Engineering), Whitman (Soil Science). See also ECT Faculty (https://www.engr.wisc.edu/academics/graduate-academics/environmental-chemistry-technology/).

MANUFACTURING SYSTEMS ENGINEERING, M.S.

The Master of Science in Manufacturing Systems Engineering (MSE) is an on-campus, multidisciplinary degree, drawing courses and faculty from engineering, business, computer sciences, and statistics. As the first program of its kind in the United States, and among the first in the world, MSE has long been recognized as a leading provider of resourceful engineers for global and dynamic manufacturing firms. Hands-on projects, along with classes taught by internationally recognized experts and state-of-the-art technology, provide an ideal foundation for anyone entering today’s advanced manufacturing environment.

MSE graduates leave the program skilled beyond narrow specialties and equipped to lead technical teams. Students are exposed to practical problems and cutting-edge concepts, resulting in engineers who combine management skills with advanced technical abilities. Courses cover a broad range of manufacturing issues, while reinforcing a systems approach. The variety of subjects allows students to tailor their studies to
individual goals or interests. More than 400 MSE alumni currently work in industry.

The student body of the MSE program is predominantly composed of students returning from industry or working for their degrees while employed. The program also has a substantial number of international students. Prospective students find the midsized program an ideal learning environment.

Specifically, the program addresses solutions to problems in the design, development, implementation, operation, evaluation, and management of modern manufacturing systems. A named option in the MSE M.S. degree titled Engineering Management Specialization (p. 685) is also offered, ideal for engineering students with a special interest in management issues pertaining to manufacturing. For students seeking advanced training in management, the School of Business offers an MBA in operations and technology management.

Students may also consider the fully online M.Eng. degree with a named option in Manufacturing Systems Engineering (p. 690).

**ADMISSIONS**

Students apply to the Master of Science in Manufacturing Systems Engineering through one of the named options:

- Manufacturing Systems Engineering (p. 690)

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information [https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The Manufacturing Systems Engineering program does not offer Teaching Assistantships, Project Assistantships, or Research Assistantships. Students seeking Teaching Assistantships and Project Assistantships should directly contact academic departments that offer courses (e.g., Mechanical Engineering, Industrial and Systems Engineering). Research Assistantships are only available to students in the research thesis track. Students seeking Research Assistantships should directly contact faculty who they want to conduct thesis research with.

**FEDERAL LOANS**

Students who are U.S. citizens or permanent residents may be eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least 4 credits during the fall and spring semesters, and 2 credits during summer. Private loans are also available. Learn more about financial aid at their website [https://financialaid.wisc.edu/](https://financialaid.wisc.edu/).

**INTERNATIONAL STUDENT SERVICES FUNDING AND SCHOLARSHIPS**

For information on International Student Funding and Scholarships visit the ISS website [https://iss.wisc.edu/students/new-students/funding-scholarships/](https://iss.wisc.edu/students/new-students/funding-scholarships/).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Graduation Coursework Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed in graduate-level coursework.</td>
</tr>
<tr>
<td>Graduate Coursework Requirement</td>
<td>The department recommends taking coursework in College of Engineering, the School of Business, the Department of Statistics, the Department of Biological Systems Engineering, or the Department of Computer Sciences.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. Grades of C or lower do not count toward the degree.</td>
</tr>
<tr>
<td>Assessments and Examinations Language Requirements</td>
<td>The research-thesis track requires student to submit a thesis and defend to a committee of faculty. The industry-thesis track requires students to submit an industry thesis and defend it to a committee of faculty. The course-only track does not require a thesis.</td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

Select a Named Option (p. 683) for courses required.

**NAMED OPTIONS**

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree.
students in all engineering programs

View as list View as grid

- MANUFACTURING SYSTEMS ENGINEERING: ENGINEERING MANAGEMENT SPECIALIZATION, M.S. (P. 685)
- MANUFACTURING SYSTEMS ENGINEERING: MANUFACTURING SYSTEMS ENGINEERING, M.S. (P. 690)

POLICIES

Students should refer to one of the named options for policy information:

- Engineering Management Specialization (https://guide.wisc.edu/graduate/engineering-college-wide/manufacturing-systems-engineering-ms/manufacturing-systems-engineering-management-specialization-ms/)
- Manufacturing Systems Engineering (p. 690)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

THE INDIVIDUAL DEVELOPMENT PLAN (HTTPS://GRAD.WISC.EDU/PD/IPD/)

An Individual Development Plan helps with self-assessment, planning, and communication:

- An IDP can help you communicate your professional development and career planning needs and intentions to others including your mentor, which can lead to helpful advice and resources.
- You can use the IDP to make sure you and your mentor’s expectations are clearly outlined and in agreement so that there are no big surprises, particularly at the end of your training.
- The current job market is challenging and research has shown that individuals who perform structured career planning achieve greater career success and satisfaction.

The onus to engage in the IDP process is your responsibility—although your mentor, PI, or others may encourage and support you in doing so. The IDP itself remains private to you, and you choose which parts to share with which mentors. Through the IDP process, you may decide to identify various mentors to whom you can go for expertise and advice.

ENGINEERING CAREER SERVICES (HTTPS://ECS.WISC.EDU/)

Julie Rae, Assistant Director for Graduate Student Career Services, graduate students in all engineering programs

- Resumes and Cover Letters (https://ecs.wisc.edu/students/resumes-and-cover-letters/)
- Job Search Strategies
- Job Offers and Negotiation (https://ecs.wisc.edu/students/offers-and-negotiation/)
- CPT for Graduate Students (https://ecs.wisc.edu/students/co-op-and-internship/)
- Student Appointments: Schedule Here (http://go.wisc.edu/ecs-grad-appt/)

UW WRITING CENTER (HTTP://WRITING.WISC.EDU/)

6171 Helen C. White Hall
608-263-1992

The UW Writing Center provides free of charge face-to-face and online consultations that focus on a number of different writing scenarios (i.e. drafts of course papers, resumes, reports, application essays, cover letters, theses, etc). Writing Center instructors will not edit or proofread papers. Instead, their goal is to teach students to edit and proofread on their own in order to become a better, more confident writers.

LEARNING OUTCOMES

1. Demonstrate a strong understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and solve advanced engineering problems.
3. Apply the latest scientific and technological advancements, advanced techniques, and modern engineering tools to these problems.
4. Recognize and apply principles of ethical and professional conduct.

PEOPLE

PROFESSORS

- Frank Pfefferkorn (MSE Director; Mechanical Engineering) (https://directory.engr.wisc.edu/me/Faculty/Pfefferkorn_Frank/)
- Gregory A. DeCroix (School of Business) (https://directory.engr.wisc.edu/ie/Faculty/Decroix_Gregory/)
- Rafael Lazimy (School of Business) (https://bus.wisc.edu/faculty/rafi-lazimy/)
- Jingshan Li (Industrial and Systems Engineering) (https://directory.engr.wisc.edu/ie/Faculty/Li_Jingshan/)
- Kaibo Liu (https://directory.engr.wisc.edu/ie/Faculty/Liu_Kaibo/) Industrial and Systems Engineering (https://directory.engr.wisc.edu/ie/Faculty/Li_Jingshan/) (https://directory.engr.wisc.edu/ie/Faculty/Liu_Kaibo/)
- Miron Livny (Computer Science) (http://www.cs.wisc.edu/people/miron/)
- Sangkee Min (Mechanical Engineering) (https://directory.engr.wisc.edu/me/Faculty/Min_Sangkee/)
- Tim Osswald (Mechanical Engineering) (https://directory.engr.wisc.edu/me/Faculty/Osswald_Tim/)
MANUFACTURING SYSTEMS ENGINEERING: ENGINEERING MANAGEMENT SPECIALIZATION, M.S.

This is a named option within the M.S. in Manufacturing Systems Engineering (p. 682).

This program addresses problems in the design, development, implementation, operation, evaluation, and management of modern manufacturing systems. This program is ideal for students with a special interest in management issues pertaining to manufacturing.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
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<tr>
<th>Requirements</th>
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<tbody>
<tr>
<td><strong>Fall Deadline</strong></td>
<td><strong>Detail</strong></td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not</td>
</tr>
<tr>
<td></td>
<td>English or whose undergraduate instruction was</td>
</tr>
<tr>
<td></td>
<td>not in English must provide an English proficiency</td>
</tr>
<tr>
<td></td>
<td>test score and meet the Graduate School minimum</td>
</tr>
<tr>
<td></td>
<td>requirements (<a href="https://grad.wisc.edu/apply/">https://grad.wisc.edu/apply/</a></td>
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<td>requirements/#english-proficiency).</td>
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* The GRE is not required for domestic U.S. students.

To be admitted to the M.S. program, applicants must satisfy the Graduate School’s minimum admission requirements as well as the following program requirements: undergraduate engineering degree from an ABET-accredited program or its equivalent (students with a physical sciences degree other than engineering and considerable industry experience are also eligible); an undergraduate grade point average of at least 3.0 on a 4.0 scale (exceptions may be made by the admissions committee in favor of applicants with industry experience); and at least two years of work experience in manufacturing.

APPLICATION DEADLINE: DECEMBER 15

Students are only admitted in the Fall term.

Admission to the master’s program in manufacturing systems engineering (MSE) steps:

1. Please visit the UW–Madison Graduate School Admissions (https://grad.wisc.edu/admissions/requirements/) to review requirements for admission. Frequently Asked Questions. (https://grad.wisc.edu/admissions/faq/)
2. Apply at the UW–Madison Graduate School (http://www.grad.wisc.edu/).
3. Please submit the required application materials to the MSE program uploaded to the online application system including a statement of purpose, 3 letters of recommendation, current vitae/resume’ and transcript information for all post high school education. (Students applying from non-U.S. universities must supply GRE and either TOEFL, MELAB, or IELTS scores).

After you have submitted all the application materials to the MSE program as well as the graduate school, we will review your qualifications and check if everything is complete. The MSE program will then recommend qualified candidates for admission to the graduate school.

For further information, please contact msaegradadmission@engr.wisc.edu.
Costs of Graduate School/ Tuition Information (https://grad.wisc.edu/admissions/cost/)

International Applicant Financial Information

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The Manufacturing Systems Engineering program does not offer Teaching Assistantships, Project Assistantships, or Research Assistantships. Students seeking Teaching Assistantships and Project Assistantships should directly contact academic departments that offer courses (e.g., Mechanical Engineering, Industrial and Systems Engineering). Research Assistantships are only available to students in the research thesis track. Students seeking Research Assistantships should directly contact faculty who they want to conduct thesis research with.

FEDERAL LOANS

Students who are U.S. citizens or permanent residents may be eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least 4 credits during the fall and spring semesters, and 2 credits during summer. Private loans are also available. Learn more about financial aid at their website (https://financialaid.wisc.edu/).

INTERNATIONAL STUDENT SERVICES FUNDING AND SCHOLARSHIPS

For information on International Student Funding and Scholarships visit the ISS website (https://iss.wisc.edu/students/new-students/funding-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements: Detail

- **Minimum Credit Requirement:** 30 credits
- **Minimum Residence Credit Requirement:** 16 credits
- **Minimum Graduate Coursework Requirement:** Half of degree coursework (15 credits out of 30 total credits) must be completed in graduate-level coursework.
- **The department recommends taking coursework in College of Engineering, the School of Business, the Department of Statistics, the Department of Biological Systems Engineering, or the Department of Computer Sciences.**
- **Overall Graduate GPA Requirement:** 3.00 GPA required.
- **Other Grade Requirements:** The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.
- **Grades of C or lower do not count toward the degree.**

Assessments and Examinations

- The research-thesis track requires student to submit a thesis and defend to a committee of faculty. The industry-thesis track requires students to submit an industry thesis and defend it to a committee of faculty. The course-only track does not require a thesis.

Language Requirements

- **No language requirements.**

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Four courses selected from the Core Course Areas</td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

One of the four courses must be:

- **OTM 758** Managing Technological and Organizational Change

Capstone Course

- **I SY E/M E 641** Design and Analysis of Manufacturing Systems (Offered in spring semester)

Elective Courses

- **15**
Students must take 6 credits of any subject 300 and above in consultation with their advisor.  

Students must take 9 elective credits from the two areas listed below, with no more than 6 credits from any one area. At least six of the credits must be from the School of Business.

**Accounting, Finance, and Management**
- ACCT IS 710 Managerial Accounting
- FINANCE/ECON 300 Introduction to Finance
- MHR 700 Organizational Behavior
- MHR 722 Entrepreneurial Management
- MHR 723 Business Strategy

**Operations and Technology Management**
- MHR 765 Contemporary Topics (Topic: Technology Entrepreneurship)
- OTM 770 Sustainable Approaches to System Improvement
- OTM 861 Strategic Systems and Sustainability
- ISY E 515 Engineering Management of Continuous Process Improvement
- ISY E/PSYCH 653 Organization and Job Design

**Total Credits**  
30

1. At least one course must be selected from each of the three core areas.
2. Up to one credit of ISY E 702 Graduate Cooperative Education Program or M E 702 Graduate Cooperative Education Program may count as elective credit toward the degree program requirements. A written report must be approved by the advisor.
3. This course is offered in variable credit versions. Engineering Management Specialization students must register for a 3-credit section.
4. This course number can be used for multiple seminar classes. Please talk to your advisor to confirm that a special topics course option will count towards program requirements prior to enrollment.

**Core Course Areas**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBE 450</td>
<td>Process Design</td>
<td>3</td>
</tr>
<tr>
<td>CBE 470</td>
<td>Process Dynamics and Control</td>
<td>3</td>
</tr>
<tr>
<td>CBE 540</td>
<td>Polymer Science and Technology</td>
<td>3</td>
</tr>
<tr>
<td>CBE 541</td>
<td>Plastics and High Polymer Laboratory</td>
<td>1-3</td>
</tr>
<tr>
<td>CBE 770</td>
<td>Advanced Process Dynamics and Control</td>
<td>3</td>
</tr>
<tr>
<td>ECE 412</td>
<td>Power Electronic Circuits</td>
<td>3</td>
</tr>
<tr>
<td>ECE 453</td>
<td>Embedded Microprocessor System Design</td>
<td>4</td>
</tr>
<tr>
<td>ECE/B M E 462</td>
<td>Medical Instrumentation</td>
<td>3</td>
</tr>
<tr>
<td>ECE/N E 528</td>
<td>Plasma Processing and Technology</td>
<td>3</td>
</tr>
<tr>
<td>ECE 549</td>
<td>Integrated Circuit Fabrication Laboratory</td>
<td>3</td>
</tr>
</tbody>
</table>

**Fundamentals of Systems Engineering and Design**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISY E 415</td>
<td>Introduction to Manufacturing Systems, Design and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ISY E 605</td>
<td>Computer Integrated Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>M E 417</td>
<td>Transport Phenomena in Polymer Processing</td>
<td>3</td>
</tr>
<tr>
<td>M E 418</td>
<td>Engineering Design with Polymers</td>
<td>3</td>
</tr>
<tr>
<td>M E 419</td>
<td>Fundamentals of Injection Molding</td>
<td>3</td>
</tr>
<tr>
<td>M E 429</td>
<td>Metal Cutting</td>
<td>3</td>
</tr>
<tr>
<td>M E 437</td>
<td>Advanced Materials Selection</td>
<td>3</td>
</tr>
<tr>
<td>M/E C E 439</td>
<td>Introduction to Robotics</td>
<td>3</td>
</tr>
<tr>
<td>M E 445</td>
<td>Mechatronics in Control &amp; Product Realization</td>
<td>3</td>
</tr>
<tr>
<td>M E 446</td>
<td>Automatic Controls</td>
<td>3</td>
</tr>
<tr>
<td>M E 447</td>
<td>Computer Control of Machines and Processes</td>
<td>3</td>
</tr>
<tr>
<td>M E 449</td>
<td>Redesign and Prototype Fabrication</td>
<td>3</td>
</tr>
<tr>
<td>M E 469</td>
<td>Internal Combustion Engines</td>
<td>3</td>
</tr>
<tr>
<td>M E 514</td>
<td>Additive Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>M E/N E 565</td>
<td>Power Plant Technology</td>
<td>3</td>
</tr>
<tr>
<td>M E/CBE 567</td>
<td>Solar Energy Technology</td>
<td>3</td>
</tr>
<tr>
<td>M/E C E 577</td>
<td>Automatic Controls Laboratory</td>
<td>4</td>
</tr>
<tr>
<td>M E 717</td>
<td>Advanced Polymer Processing</td>
<td>3</td>
</tr>
<tr>
<td>M/E C E 739</td>
<td>Advanced Robotics</td>
<td>3</td>
</tr>
<tr>
<td>M E 747</td>
<td>Advanced Computer Control of Machines and Processes</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 434</td>
<td>Introduction to Thin-Film Deposition Processes</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 461</td>
<td>Advanced Metal Casting</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E/M E 462</td>
<td>Welding Metalurgy</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 465</td>
<td>Fundamentals of Heat Treatment</td>
<td>3</td>
</tr>
<tr>
<td>M E 405</td>
<td>Nuclear Reactor Theory</td>
<td>3</td>
</tr>
</tbody>
</table>

**2021-2022-fall-grad 687**
Most 700-level courses are only taught every three or four semesters. Please check with instructor about the next offering before completing study plan.

GRADUATE SCHOOL POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 12 credits of graduate coursework from other institutions toward the minimum graduate degree requirement and toward the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, up to 7 credits from the UW–Madison Undergraduate career numbered 400 or above may be counted toward the minimum graduate degree credit requirement. No prior coursework from the UW–Madison undergraduate career may be counted toward the minimum graduate coursework (50%) requirement or the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement and the minimum graduate degree credit requirement; coursework numbered 700 or above may satisfy the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

The director of the Manufacturing Systems Engineering Program is assigned as the advisor to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An
advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (http://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of programdepartmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances.

OTHER
Students enrolled in these programs are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in these programs cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.


PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

PROFESSORS
- Frank Pfefferkorn (MSE Director; Mechanical Engineering) (https://directory.engr.wisc.edu/me/Faculty/Pfefferkorn_Frank/)
- Gregory A. DeCroix (School of Business) (https://directory.engr.wisc.edu/ie/Faculty/Decroix_Gregory/)
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- Robert Radwin (Industrial and Systems Engineering) (https://directory.engr.wisc.edu/me/Faculty/Radwin_Robert/)
- Bin Ran (Civil and Environmental Engineering) (https://directory.engr.wisc.edu/cee/Faculty/Ran_Bin/)
- Jeffrey S. Russell (Vice Provost for Lifelong Learning/Dean of Continuing Studies) (https://continuingstudies.wisc.edu/bios/russelljeffrey.html)
- Leyuan Shi (Industrial and Systems Engineering) (https://directory.engr.wisc.edu/me/Faculty/Shi_Leyuan/)
- Kumar Sridharan (Engineering Physics) (https://directory.engr.wisc.edu/ep/Faculty/Sridharan_Kumar/)
- Donald S. Stone (Material Science and Engineering) (https://directory.engr.wisc.edu/mse/Faculty/Stone_Donald/)
- Krishnan Suresh (Mechanical Engineering) (https://directory.engr.wisc.edu/me/Faculty/Suresh_Krishnan/)
- Lih-Sheng (Tom) Turng (Mechanical Engineering) (https://directory.engr.wisc.edu/me/Faculty/Turng_Lih-sheng/)
MANUFACTURING SYSTEMS ENGINEERING: MANUFACTURING SYSTEMS ENGINEERING, M.S.

This is a named option within the Manufacturing Systems Engineering M.S. (p. 682)

Information about the requirements and policies for the Manufacturing Systems Engineering M.S. can be found on this page.

A named option in the MSE M.S. degree titled Engineering Management Specialization (p. 685) is also offered, ideal for engineering students with a special interest in management issues pertaining to manufacturing.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>December 15</td>
</tr>
<tr>
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</tr>
<tr>
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</tr>
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MSE ADMISSIONS PROFILE (HTTPS://TOOLS.GRAD.WISC.EDU/MAS/DETAILS/VIEW/G624/)

ADMISSION INFORMATION FOR THE ON-CAMPUS MANUFACTURING SYSTEMS ENGINEERING M.S.

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Students who wish to pursue the Research Thesis track should contact faculty that they would like to conduct research with during the application process.

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FEDERAL LOANS

Students who are U.S. citizens or permanent residents may be eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least 4 credits during the fall and spring semesters, and 2 credits during summer. Private loans are also available. Learn more about financial aid at their website (https://financialaid.wisc.edu/).

INTERNATIONAL STUDENT SERVICES FUNDING AND SCHOLARSHIPS

For information on International Student Funding and Scholarships visit the ISS website (https://iss.wisc.edu/students/new-students/funding-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated:</strong> Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend:</strong> Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face:</strong> Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid:</strong> These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online:</strong> These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum Credit Requirement</strong></td>
<td>30 credits</td>
</tr>
<tr>
<td><strong>Minimum Residence Credit Requirement</strong></td>
<td>16 credits</td>
</tr>
<tr>
<td><strong>Minimum Graduate Coursework Requirement</strong></td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed in graduate-level coursework.</td>
</tr>
<tr>
<td><strong>Flage Graduate Coursework Requirement</strong></td>
<td>The department recommends taking coursework in College of Engineering, the School of Business, the Department of Statistics, the Department of Biological Systems Engineering, or the Department of Computer Sciences.</td>
</tr>
<tr>
<td><strong>Overall Graduate GPA Requirement</strong></td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td><strong>Other Grade Requirements</strong></td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td><strong>Assessments and Examinations</strong></td>
<td>The research-thesis track requires student to submit a thesis and defend to a committee of faculty. The industry-thesis track requires students to submit an industry thesis and defend it to a committee of faculty. The course-only track does not require a thesis.</td>
</tr>
<tr>
<td><strong>Language Requirements</strong></td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

The on-campus Manufacturing Systems Engineering M.S. program has three tracks: course only, industrial thesis, and research thesis. Students must take four courses from the core course areas with at least one course from each of the core course areas. All students are required to take the capstone course I SY E/M E 641 Design and Analysis of Manufacturing Systems. The remaining course requirements vary depending on the program track that is chosen and are described in the table below.

---

### Course Only Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E/M E 641</td>
<td>Design and Analysis of Manufacturing Systems (Offered in spring semester)</td>
<td>3</td>
</tr>
</tbody>
</table>

### Elective Courses (400 level and above)

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
</tr>
</tbody>
</table>

---

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
At least one course must be selected from each of the three core areas.

Up to one credit of I SY E 702 or M E 702 for an internship may count as elective credit toward the degree. A written report must be approved by the advisor. This credit cannot be used toward fulfillment of the Thesis Requirement in the Industry Thesis or Research Thesis tracks.

Industry Thesis Track

<table>
<thead>
<tr>
<th>Code</th>
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</tr>
</thead>
<tbody>
<tr>
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Elective Courses (400 level and above)

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M E 417</td>
<td>Transport Phenomena in Polymer Processing</td>
<td>3</td>
</tr>
<tr>
<td>M E 418</td>
<td>Engineering Design with Polymers</td>
<td>3</td>
</tr>
<tr>
<td>M E 419</td>
<td>Fundamentals of Injection Molding</td>
<td>3</td>
</tr>
<tr>
<td>M E 429</td>
<td>Metal Cutting</td>
<td>3</td>
</tr>
<tr>
<td>M E 437</td>
<td>Advanced Materials Selection</td>
<td>3</td>
</tr>
<tr>
<td>M E/E C E 439</td>
<td>Introduction to Robotics</td>
<td>3</td>
</tr>
<tr>
<td>M E 445</td>
<td>Mechatronics in Control &amp; Product Realization</td>
<td>3</td>
</tr>
<tr>
<td>M E 446</td>
<td>Automatic Controls</td>
<td>3</td>
</tr>
<tr>
<td>M E 447</td>
<td>Computer Control of Machines and Processes</td>
<td>3</td>
</tr>
<tr>
<td>M E 449</td>
<td>Redesign and Prototype Fabrication</td>
<td>3</td>
</tr>
<tr>
<td>M E 469</td>
<td>Internal Combustion Engines</td>
<td>3</td>
</tr>
<tr>
<td>M E 514</td>
<td>Additive Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>M E/N E 565</td>
<td>Power Plant Technology</td>
<td>3</td>
</tr>
<tr>
<td>M E/CBE 567</td>
<td>Solar Energy Technology</td>
<td>3</td>
</tr>
<tr>
<td>M E/E C E 577</td>
<td>Automatic Controls Laboratory</td>
<td>4</td>
</tr>
<tr>
<td>M E 717</td>
<td>Advanced Polymer Processing</td>
<td>3</td>
</tr>
<tr>
<td>M E/E C E 739</td>
<td>Advanced Robotics</td>
<td>3</td>
</tr>
<tr>
<td>M E 747</td>
<td>Advanced Computer Control of Machines and Processes</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 434</td>
<td>Introduction to Thin-Film Deposition Processes</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 461</td>
<td>Advanced Metal Casting</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E/M E 462</td>
<td>Welding Metallurgy</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 465</td>
<td>Fundamentals of Heat Treatment</td>
<td>3</td>
</tr>
<tr>
<td>N E 405</td>
<td>Nuclear Reactor Theory</td>
<td>3</td>
</tr>
</tbody>
</table>

Fundamentals of Systems Engineering and Design

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBE 430</td>
<td>Chemical Kinetics and Reactor Design</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 370</td>
<td>Transportation Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 498</td>
<td>Construction Project Management</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI/E C E 755</td>
<td>VLSI Systems Design</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI/E C E 756</td>
<td>Computer-Aided Design for VLSI</td>
<td>3</td>
</tr>
<tr>
<td>E C E 427</td>
<td>Electric Power Systems</td>
<td>3</td>
</tr>
<tr>
<td>M E 418</td>
<td>Engineering Design with Polymers</td>
<td>3</td>
</tr>
<tr>
<td>M E 444</td>
<td>Design Problems in Elasticity</td>
<td>3</td>
</tr>
<tr>
<td>M E 535</td>
<td>Computer-Aided Geometric Design</td>
<td>3</td>
</tr>
<tr>
<td>M E 549</td>
<td>Product Design</td>
<td>3</td>
</tr>
</tbody>
</table>
### Graduation School Policies

**Prior coursework**

Graduate work from other institutions must be approved by the Graduate School's Academic Policy Committee. Courses from other institutions may not exceed 12 credits and must be counted toward the minimum graduate degree requirement. Special topics courses must be approved by the academic degree program. Policies regarding coursework from other institutions can be found below.

**UW-Madison Undergraduate**

With program approval, students are allowed to count up to 15 credits of coursework number 400 or above taken as a UW-Madison Special student toward the minimum graduate degree requirement. No prior coursework from the UW-Madison undergraduate career may be counted toward the minimum graduate residence requirement or the minimum graduate degree requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

**UW-Madison University Special**

With program approval, students are allowed to count up to 15 credits of coursework number 400 or above taken as a UW-Madison Special student toward the minimum graduate degree requirement and toward the minimum graduate coursework requirement. No prior coursework from the UW-Madison undergraduate career may be counted toward the minimum graduate coursework requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

### Named Option-Specific Policies

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 12 credits of graduate coursework from other institutions toward the minimum graduate degree requirement and toward the minimum graduate coursework (50%) requirement. No credits from other institutions may be counted toward the minimum graduate residence credit requirement. No credits from other institutions may be counted toward the minimum graduate degree requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

**UW-Madison Undergraduate**

With program approval, up to 7 credits from the UW-Madison Undergraduate career numbered 400 or above may be counted toward the minimum graduate degree credit requirement. No prior coursework from the UW-Madison undergraduate career may be counted toward the minimum graduate degree coursework (50%) requirement or the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

**UW-Madison University Special**

With program approval, students are allowed to count up to 15 credits of coursework number 400 or above taken as a UW-Madison Special student toward the minimum graduate degree credit requirement and toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

**Probation**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in probation.
in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis. Students can be suspended from the Graduate School if they do not have an advisor. See People section (p. 684) of this Guide for possible MSE advisors.

The director of the Manufacturing Systems Engineering Program (https://directory. engr. wisc. edu/me/ Faculty/ Pfefferkorn_Frank/) is assigned as the advisor to incoming students. Students in the research thesis track are expected to identify an advisor during the admission process. This advisor can be any faculty member affiliated with this program (p. 684).

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their Master’s degree.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosostudents. wisc. edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr. wisc. edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr. wisc. edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff. provost. wisc. edu/)
- Dean of Students Office (https://dosostudents. wisc. edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www. eao. wisc. edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities. wisc. edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad. wisc. edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance. wisc. edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct. students. wisc. edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www. ombuds. wisc. edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance. wisc. edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances.

**OTHER**

n/a

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PROGRAM RESOURCES**

**THE INDIVIDUAL DEVELOPMENT PLAN (HTTPS://GRAD.WISC.EDU/PD/IPD/)**

An Individual Development Plan helps with self-assessment, planning, and communication:

- An IDP can help you communicate your professional development and career planning needs and intentions to others including your mentor, which can lead to helpful advice and resources.
- You can use the IDP to make sure you and your mentor’s expectations are clearly outlined and in agreement so that there are no big surprises, particularly at the end of your training.
- The current job market is challenging and research has shown that individuals who perform structured career planning achieve greater career success and satisfaction.

The onus to engage in the IDP process is your responsibility—although your mentor, PI, or others may encourage and support you in doing so. The IDP itself remains private to you, and you choose which parts to share with which mentors. Through the IDP process, you may decide to identify various mentors to whom you can go for expertise and advice.

**ENGINEERING CAREER SERVICES (HTTPS://ECS.WISC.EDU/)**

Julie Rae, Assistant Director for Graduate Student Career Services, graduate students in all engineering programs

- Resumes and Cover Letters (https://ecs. wisc. edu/students/resumes-and-cover-letters/)
- Job Search Strategies
- Job Offers and Negotiation (https://ecs. wisc. edu/students/offers-and-negotiation/)
- CPT for Graduate Students (https://ecs. wisc. edu/students/co-op-and-internship/)
- Student Appointments: Schedule Here (http://go. wisc. edu/ecs-grad-appt/)

**UW WRITING CENTER (HTTPS://WRITING.WISC.EDU/)**

6171 Helen C. White Hall
608-263-1992

The UW Writing Center provides free of charge face-to-face and online consultations that focus on a number of different writing scenarios (i.e.
drafts of course papers, resumes, reports, application essays, cover letters, theses, etc). Writing Center instructors will not edit or proofread papers. Instead, their goal is to teach students to edit and proofread on their own in order to become a better, more confident writers.

PEOPLE

PROFESSORS

- Frank Pfefferkorn (MSE Director; Mechanical Engineering) (https://directory.engr.wisc.edu/me/Faculty/Pfefferkorn_Frank/)
- Gregory A. DeCroix (School of Business) (https://directory.engr.wisc.edu/ie/Faculty/Decroix_Gregory/)
- Rafael Lazimy (School of Business) (https://bus.wisc.edu/faculty/rafi-lazimy/)  
  - Jingshan Li (Industrial and Systems Engineering) (https://directory.engr.wisc.edu/ie/Faculty/Li_Jingshan/)
  - Kaibo Liu (https://directory.engr.wisc.edu/ie/Faculty/Liu_Kaibo/Industrial and Systems Engineering (https://directory.engr.wisc.edu/ie/Faculty/Li_Jingshan/)) (https://directory.engr.wisc.edu/ie/Faculty/Liu_Kaibo/)
  - Miron Livny (Computer Science) (http://www.cs.wisc.edu/people/miron/)
  - Sangkee Min (Mechanical Engineering) (https://directory.engr.wisc.edu/me/Faculty/Min_Sangkee/)
  - Tim Osswald (Mechanical Engineering) (https://directory.engr.wisc.edu/me/Faculty/Osswald_Tim/)
  - Robert Radwin (Industrial and Systems Engineering) (https://directory.engr.wisc.edu/ie/Faculty/Radwin_Robert/)
  - Bin Ran (Civil and Environmental Engineering) (https://directory.engr.wisc.edu/cee/faculty/ran_bin/)
  - Jeffrey S. Russell (Vice Provost for Lifelong Learning/ Dean of Continuing Studies) (https://continuingstudies.wisc.edu/bios/russell-jeffrey.html)
  - Leyuan Shi (Industrial and Systems Engineering) (https://directory.engr.wisc.edu/ie/Faculty/Shi_Leyuan/)
  - Kumar Sridharan (Engineering Physics) (https://directory.engr.wisc.edu/ep/faculty/sridharan_kumar/)
  - Donald S. Stone (Material Science and Engineering) (https://directory.engr.wisc.edu/mse/Faculty/Stone_Donald/)
  - Krishnan Suresh (Mechanical Engineering) (https://directory.engr.wisc.edu/me/faculty/suresh_krishnan/)
  - Lih-Sheng (Tom) Turng (Mechanical Engineering) (https://directory.engr.wisc.edu/me/Faculty/Turng_Lih-sheng/)
  - Raj Veeramani (Industrial and Systems Engineering) (https://directory.engr.wisc.edu/ie/Faculty/Veeramani_Raj/)
  - Xin Wang (Industrial and Systems Engineering) (https://directory.engr.wisc.edu/ie/Faculty/Wang_Xin/)

- Michael R. Zinn (Mechanical Engineering) (https://directory.engr.wisc.edu/me/Faculty/Zinn_Michael/)
- Shiyu Zhou (Industrial and Systems Engineering) (https://directory.engr.wisc.edu/ie/Faculty/Zhou_Shiyu/)

ENGINEERING PHYSICS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE PROFESSIONAL/CERTIFICATES

- Engineering Mechanics, Doctoral Minor (p. 696)
- Engineering Mechanics, M.S. (p. 696)
- Engineering Mechanics, Ph.D. (p. 711)
- Nuclear Engineering and Engineering Physics, M.S. (p. 716)
- Nuclear Engineering and Engineering Physics, Ph.D. (p. 720)
- Nuclear Engineering, Doctoral Minor (p. 725)

PEOPLE

FACULTY

PROFESSORS

Paul Wilson (Chair)
Matt Allen
Riccardo Bonazza
Curt A. Bronkhorst
Wendy Crone
Chris Hegna
Douglass Henderson
Roderic Lakes
Oliver Schmitz
Carl Sovinec
Kumar Sridharan
Fabian Waleffe

ASSISTANT PROFESSORS

Jennifer Choy
Adrien Couet
Stephanie Diem
Jennifer Franck
Benedikt Geiger
Ben Lindley
Jacob Notbohm
Ramathasan Thevamaran
Yongfeng Zhang

See also Engineering Physics Faculty Directory (https://directory.engr.wisc.edu/ep/faculty/).
ENGINEERING MECHANICS, DOCTORAL MINOR

REQUIREMENTS

1. A minimum of 10 credits in E M A courses, including 3 credits in courses at the 700 level or above
   a. All courses used for the minor must be 300 level or above taken after the bachelor’s degree.
   b. Ordinarily only one course (maximum of 3 credits) of independent study is allowed (E M A 599 Independent Study, E M A 690 Master's Research).
   c. Research and thesis courses may not be used for the minor.
   d. No more than 5 credits completed five or more years prior to admission to the Ph.D. major may be used.
   e. Courses taken 10 or more years ago may not be used.
   f. Courses taken pass/fail or for audit may not be used.
   g. Courses with grades of S given in courses graded on a credit/no credit basis are acceptable.
2. A GPA of 3.0 must be maintained for the minor.
3. A maximum of 6 credits may be transferred from other institutions to satisfy these requirements.
4. The minor program must be approved by the chair of the Engineering Physics Graduate Studies Committee. The approval form is available from the department website: https://www.engr.wisc.edu/department/engineering-physics/academics/ms-engineering-mechanics/
5. A student who has earned an M.S. degree in engineering mechanics will be considered to have fulfilled the minor requirements.

PEOPLE

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Jennifer Franck
Benedikt Geiger
Ben Lindley
Jacob Notbohm

ENGINEERING MECHANICS, M.S.

The master of science and doctor of philosophy degrees in engineering mechanics are offered within a graduate program covering contemporary areas in both theoretical and applied mechanics. With the guidance of a major professor, a program can be designed to meet an individual student’s needs and interests.

The Department of Engineering Physics offers three distinct master of science (M.S.) degree programs in Engineering Mechanics:

- Engineering Mechanics M.S., Research (p. 706) – traditional master's program culminating in a thesis for students with an undergraduate background in mechanics
- Engineering Mechanics M.S., Aerospace Engineering Option (p. 698) - an accelerated coursework-only program, where students will learn advanced mechanics topics pertaining to the aerospace field
- Engineering Mechanics M.S., Fundamentals of Applied Mechanics Option (p. 702) – accelerated, for students with an undergraduate background in science, who would like to transition into engineering

ADMISSIONS

Students apply to the Master of Science in Engineering Mechanics through one of the named options:

- Research (https://guide.wisc.edu/graduate/engineering-physics/engineering-mechanics-ms/engineering-mechanics-research-ms/)
- Aerospace Engineering (p. 698)
- Fundamentals of Applied Mechanics (https://guide.wisc.edu/graduate/engineering-physics/engineering-mechanics-ms/engineering-mechanics-fundamentals-applied-mechanics-ms/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Program specific funding information may be reviewed through one of the named options:

- Research (https://guide.wisc.edu/graduate/engineering-physics/engineering-mechanics-ms/engineering-mechanics-research-ms/)
- Aerospace Engineering (p. 698)
See the program website (https://www.engr.wisc.edu/department/engineering-physics/academics/ms-engineering-mechanics/) for additional information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
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<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
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<tbody>
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<td>30 credits</td>
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<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Courses in which grades of BC, C, or below are received cannot be counted toward the degree except as follows: 1) Credits of C will be allowed provided they are balanced by twice as many credits of A or by four times as many credits of AB, 2) Credits of BC will be allowed provided they are balanced by twice as many credits of AB or by an equal number of credits of A.</td>
</tr>
</tbody>
</table>

Assessments and Examinations | See Named Options for policy information. |
Language Requirements | No language requirements. |

REQUIRED COURSES

Select a Named Option (p. 697) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Engineering Mechanics must select one of the following named options:

- ENGINEERING MECHANICS: AEROSPACE ENGINEERING, M.S. (P. 698)
- ENGINEERING MECHANICS: FUNDAMENTALS OF APPLIED MECHANICS, M.S. (P. 702)
- ENGINEERING MECHANICS: RESEARCH, M.S. (P. 706)

POLICIES

Students should refer to one of the named options for policy information:

- Research (https://guide.wisc.edu/graduate/engineering-physics/engineering-mechanics-ms/engineering-mechanics-research-ms/)
- Aerospace Engineering (p. 698)
- Fundamentals of Applied Mechanics (https://guide.wisc.edu/graduate/engineering-physics/engineering-mechanics-ms/engineering-mechanics-fundamentals-applied-mechanics-ms/)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate a strong understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and independently solve advanced engineering problems.
3. Apply the relevant scientific and technological advancements, techniques, and engineering tools to address these problems.
4. Recognize and apply principles of ethical and professional conduct.

PEOPLE

FACULTY

PROFESSORS
Paul Wilson (Chair)
Matt Allen
Riccardo Bonazza
Curt A. Bronkhorst
Wendy Crone
Chris Hegna
Douglass Henderson
Roderic Lakes
Oliver Schmitz
Carl Sovinec
Kumar Sridharan
Fabian Waleffe

ASSISTANT PROFESSORS
Jennifer Choy
Adrien Couet
The Aerospace Engineering named option of the Master of Science degree in Engineering Mechanics is an accelerated coursework-only program, where students will learn advanced mechanics topics pertaining to the aerospace field. The curriculum is structured around the areas of fluid mechanics, rigid-body dynamics, structural dynamics, aerospace mechanics and materials, and computation. The 2-3 semester program is intended to be minimally interruptive to a professional engineering career while providing a rigorous masters-level education and increased earning potential.

Additional information is available through the website for the Engineering Mechanics MS: Aerospace Engineering option (https://www.engr.wisc.edu/department/engineering-physics/academics/master-of-science-engineering-mechanics-aerospace-engineering-option/).

### ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15*</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in Summer.</td>
</tr>
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<td>GRE (Graduate Record Examinations)</td>
<td>Not required</td>
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</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
</tbody>
</table>

Letters of Recommendation Required

* Complete applications as of December 15 are guaranteed to be reviewed, but applicants are welcomed up to March 31 and will be reviewed as space is available.

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program website (https://www.engr.wisc.edu/department/engineering-physics/academics/ms-engineering-mechanics/) for details and admissions deadlines.

### FUNDING

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The Department of Engineering Physics does not offer assistantship positions to its MS - Aerospace students. The semesters of the program are academically accelerated, and students are not expected to accommodate time for assistantship work.

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### NAMED OPTION REQUIREMENTS

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

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**CURRICULAR REQUIREMENTS**

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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

Other Grade Requirements:
Courses in which grades of BC, C, or below are received cannot be counted toward the degree except as follows:
1) Credits of C will be allowed provided they are balanced by twice as many credits of A or by four times as many credits of AB, 2) Credits of BC will be allowed provided they are balanced by twice as many credits of AB or by an equal number of credits of A.

Assessments and Examinations:
No formal examination required.

Language Requirements:
No language requirements.

**REQUIRED COURSES**

**First Year**

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credits</th>
<th>Spring</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>30</td>
<td>3 E M A 601 (Mechanics Seminar)</td>
<td>1 If needed, 4 additional credits</td>
</tr>
<tr>
<td></td>
<td>13</td>
<td>Select an additional 12 credits</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>9</td>
<td>Select an additional 9 credits</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>30</td>
<td>13</td>
<td>13</td>
</tr>
</tbody>
</table>

### Rigid Body Dynamics

- Students must take at least one class (3 credits) in E M A at the 700-level or above (any course numbered 700 or greater). Seminar, research, and co-op courses (such as E M A 790 Master's Research and Thesis, E M A 890 Pre-Dissertation Research, E M A 990 Research and Thesis, and E M A 702 Graduate Cooperative Education Program) are not eligible to satisfy this requirement.
- To establish sufficient depth in aerospace sciences, the courses selected must involve completion of at least two of the following five topical areas. You should check the future course offerings plans when choosing, since not all courses are offered every year (and hence not all topical areas can be completed every year).
- The additional courses required to meet the 30-credit minimum for completion of the degree should be selected from among the courses listed below.

1 Some credit can be transferred in.
2 Engineering Physics website - Click on "Courses" under "Degree Information" ([https://www.engr.wisc.edu/department/engineering-physics/academics/bs-engineering-mechanics/](https://www.engr.wisc.edu/department/engineering-physics/academics/bs-engineering-mechanics/))
2 Mechanical Engineering website - Click on "Courses" under "Program Details" ([https://www.engr.wisc.edu/department/mechanical-engineering/academics/bachelor-of-science-in-mechanical-engineering/](https://www.engr.wisc.edu/department/mechanical-engineering/academics/bachelor-of-science-in-mechanical-engineering/))

### Fluid Mechanics

- These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2 If you have already completed an equivalent course as an undergrad then you may take two courses total from the second list and meet this requirement.

### Structural Dynamics

- These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
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These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

If you have already completed an equivalent course as an undergrad then you may take two courses total from the second list and meet this requirement.

### Aerospace Mechanics and Materials

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMA 506</td>
<td>Advanced Mechanics of Materials I</td>
<td></td>
</tr>
<tr>
<td>EMA/</td>
<td>Heterogeneous and Multiphase Materials</td>
<td></td>
</tr>
<tr>
<td>M/S/E 541</td>
<td>Composite Materials</td>
<td></td>
</tr>
<tr>
<td>EM A/</td>
<td>Mechanics of Continua</td>
<td></td>
</tr>
<tr>
<td>EMA/CIV ENGR/</td>
<td>Viscoelastic Solids</td>
<td></td>
</tr>
<tr>
<td>M/E 508</td>
<td>Theory of Elasticity</td>
<td></td>
</tr>
<tr>
<td>EMA/</td>
<td>Plasticity Theory and Physics</td>
<td></td>
</tr>
</tbody>
</table>

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

If you have already completed an equivalent course as an undergrad then you may take two courses total from the second list and meet this requirement.

### Computation

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMA 605</td>
<td>Introduction to Finite Elements</td>
<td>3</td>
</tr>
<tr>
<td>EMA 573</td>
<td>Computational Fluid Dynamics</td>
<td></td>
</tr>
<tr>
<td>EMA 705</td>
<td>Advanced Topics in Finite Elements</td>
<td></td>
</tr>
<tr>
<td>EMA 548</td>
<td>Introduction to Design Optimization</td>
<td></td>
</tr>
<tr>
<td>EMA 748</td>
<td>Optimum Design of Mechanical Elements and Systems</td>
<td></td>
</tr>
<tr>
<td>MATH/COMP SCI 714</td>
<td>Methods of Computational Mathematics I</td>
<td></td>
</tr>
<tr>
<td>EMA/COMP SCI/E C E/E P/</td>
<td>High Performance Computing for Applications in Engineering</td>
<td></td>
</tr>
<tr>
<td>M/E 759</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

If you have already completed an equivalent course as an undergrad then you may take two courses total from the second list and meet this requirement.
GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadapolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
No transfer credits are allowed.

UW–Madison Undergraduate
With program approval, students are allowed to count up to 7 credits of coursework from the following list of courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E P/E MA 547</td>
<td>Engineering Analysis I</td>
<td>3</td>
</tr>
<tr>
<td>E P/E MA 548</td>
<td>Engineering Analysis II</td>
<td>3</td>
</tr>
<tr>
<td>E M A 303</td>
<td>Mechanics of Materials</td>
<td>3</td>
</tr>
<tr>
<td>E M A/M E 307</td>
<td>Mechanics of Materials Lab</td>
<td>1</td>
</tr>
<tr>
<td>E M A 405</td>
<td>Practicum in Finite Elements</td>
<td>3</td>
</tr>
<tr>
<td>E M A 405</td>
<td>Practicum in Finite Elements</td>
<td>3</td>
</tr>
<tr>
<td>E M A 506</td>
<td>Advanced Mechanics of Materials I</td>
<td>3</td>
</tr>
<tr>
<td>E M A/CIV ENGR/</td>
<td>Composite Materials</td>
<td>3</td>
</tr>
<tr>
<td>M E 508</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E M A 519</td>
<td>Fracture Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>E M A 542</td>
<td>Advanced Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>E M A/M E 570</td>
<td>Experimental Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>E M A 605</td>
<td>Introduction to Finite Elements</td>
<td>3</td>
</tr>
<tr>
<td>E M A 611</td>
<td>Advanced Mechanical Testing of Materials</td>
<td>3</td>
</tr>
<tr>
<td>E M A 622</td>
<td>Mechanics of Continua</td>
<td>3</td>
</tr>
<tr>
<td>E M A 642</td>
<td>Satellite Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>E M A 705</td>
<td>Advanced Topics in Finite Elements</td>
<td>3</td>
</tr>
</tbody>
</table>

These may be counted toward the Minimum Graduate Degree Credit Requirement as applicable. No credits may be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement. UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned five or more years prior to admission to a master’s is not allowed to satisfy requirements.

PROBATION
A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE
Each student is required to meet with his or her advisor prior to registration every semester.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Students are expected to complete the FAM degree program in one calendar year, i.e., 12 months (summer session plus two semesters). One additional semester is permitted to complete the requirements, if needed.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Engineering Mechanics Grievance Procedures
Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.
• The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.

• Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor to discuss the grievance. The Graduate Student Coordinator can provide students with the name of this faculty member, who facilitates problem resolution through informal channels. The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the UW Office of Equity and Diversity website.

• If the issue is not resolved to the student’s satisfaction, the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.

• On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. The response will be shared with the person filing the grievance.

• The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

• At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College of Engineering.

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE) and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Policies and Procedures at https://grad.wisc.edu/academic-policies/.

OTHER

Students in the accelerated Fundamentals of Applied Mechanics (M.S.) program are not eligible for graduate assistantships; as it is an accelerated program students are not expected to accommodate time for assistantship work.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

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Stephanie Diem
Jennifer Franck
Benedikt Geiger
Ben Lindley
Jacob Notbohm
Ramathasan Thevamaran
Yongfeng Zhang

See also Engineering Physics Faculty Directory (https://directory.engr.wisc.edu/ep/faculty/).

ENGINEERING MECHANICS: FUNDAMENTALS OF APPLIED MECHANICS, M.S.

This is a named option within the Engineering Mechanics M.S (p. 696).

The Fundamentals of Applied Mechanics (FAM) option of the Master of Science degree in Engineering Mechanics is primarily designed for students with a science background who would like to transition to engineering. It may also be suitable for non-mechanics engineering students (electrical, chemical, etc.) who are interested in transitioning to mechanics. The goal of this program is to provide a bridge to careers in engineering or to a Ph.D program in mechanics. FAM is fast-paced: students are expected to complete the curriculum over a twelve-month period, starting in a summer session. Prospective graduate students with a background in mechanics are encouraged to consider our M.S.
Research option (p. 706) and Ph.D. in Engineering Mechanics programs (p. 711).

For more information on this specific degree plan, please visit the EP website (https://www.engr.wisc.edu/department/engineering-physics/).

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tr>
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</tr>
<tr>
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<td>December 15</td>
</tr>
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</tr>
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</tr>
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**FUNDING**

**GRADUATE SCHOOL RESOURCES**

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**PROGRAM RESOURCES**

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**REQUIREMENTS**

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</thead>
<tbody>
<tr>
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<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
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</thead>
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<td>30 credits</td>
</tr>
<tr>
<td>Credit</td>
<td>Requirement</td>
</tr>
<tr>
<td>Minimum</td>
<td>16 credits</td>
</tr>
<tr>
<td>Residence</td>
<td>Credit</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
</tbody>
</table>
REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E M A 303</td>
<td>Mechanics of Materials</td>
<td>3-6</td>
</tr>
<tr>
<td>E M A 202</td>
<td>Dynamics (strongly recommended prerequisite)</td>
<td>3</td>
</tr>
<tr>
<td>M E/M A 307</td>
<td>Mechanics of Materials Lab</td>
<td>1</td>
</tr>
<tr>
<td>E M A 506</td>
<td>Advanced Mechanics of Materials I</td>
<td>3</td>
</tr>
<tr>
<td>E M A 542</td>
<td>Advanced Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>E M A/E P 547</td>
<td>Engineering Analysis I</td>
<td>3</td>
</tr>
<tr>
<td>E M A 601</td>
<td>Special Topics in Engineering Mechanics (Topic: Mechanics Seminar)</td>
<td>1</td>
</tr>
<tr>
<td>E M A 405</td>
<td>Practicum in Finite Elements</td>
<td>3</td>
</tr>
<tr>
<td>E M A 605</td>
<td>Introduction to Finite Elements</td>
<td></td>
</tr>
<tr>
<td>E M A/E P 548</td>
<td>Engineering Analysis II</td>
<td>3</td>
</tr>
<tr>
<td>E M A 601</td>
<td>Special Topics in Engineering Mechanics (Topic: Mechanics Seminar)</td>
<td>1</td>
</tr>
</tbody>
</table>

Choose three of the following: 2

- E M A/CIV ENGR/ME 508 Composite Materials
- E M A 519 Fracture Mechanics
- E M A 570 Experimental Mechanics
- E M A 611 Advanced Mechanical Testing of Materials
- E M A 622 Mechanics of Continua
- E M A 642 Satellite Dynamics
- E M A 705 Advanced Topics in Finite Elements

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

Courses in which grades of BC, C, or below are received cannot be counted toward the degree except as follows:
1) Credits of C will be allowed provided they are balanced by twice as many credits of A or by four times as many credits of AB, 2) Credits of BC will be allowed provided they are balanced by twice as many credits of AB or by an equal number of credits of A.

Assessments and Examinations

None.

Language Requirements

No language requirements.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

No transfer credits are allowed.

UW–Madison Undergraduate

With program approval, students are allowed to count up to 7 credits of coursework from the following list of courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E P/E M A 547</td>
<td>Engineering Analysis I</td>
<td>3</td>
</tr>
<tr>
<td>E P/E M A 548</td>
<td>Engineering Analysis II</td>
<td>3</td>
</tr>
<tr>
<td>E M A 303</td>
<td>Mechanics of Materials</td>
<td>3</td>
</tr>
<tr>
<td>E M A 307</td>
<td>Mechanics of Materials Lab</td>
<td>1</td>
</tr>
<tr>
<td>E M A 405</td>
<td>Practicum in Finite Elements</td>
<td>3</td>
</tr>
<tr>
<td>E M A 406</td>
<td>Practicum in Finite Elements</td>
<td>3</td>
</tr>
<tr>
<td>E M A 506</td>
<td>Advanced Mechanics of Materials I</td>
<td>3</td>
</tr>
<tr>
<td>E M A/CIV ENGR/ME 508</td>
<td>Composite Materials</td>
<td>3</td>
</tr>
<tr>
<td>E M A 519</td>
<td>Fracture Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>E M A 542</td>
<td>Advanced Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>E M A 570</td>
<td>Experimental Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>E M A 605</td>
<td>Introduction to Finite Elements</td>
<td>3</td>
</tr>
<tr>
<td>E M A 611</td>
<td>Advanced Mechanical Testing of Materials</td>
<td>3</td>
</tr>
<tr>
<td>E M A 622</td>
<td>Mechanics of Continua</td>
<td>3</td>
</tr>
<tr>
<td>E M A 642</td>
<td>Satellite Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>E M A 705</td>
<td>Advanced Topics in Finite Elements</td>
<td>3</td>
</tr>
</tbody>
</table>

These may be counted toward the Minimum Graduate Degree Credit Requirement as applicable. No credits may be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement. UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken

1 While strongly recommended, E M A 202 Dynamics will not satisfy any degree requirement for this program and will not count toward the 30 credits required to earn the degree.

2 At least one of the three must be either E M A 705 Advanced Topics in Finite Elements, E M A 622 Mechanics of Continua, or E M A 642 Satellite Dynamics.
at the 700 level or above. Coursework earned five or more years prior to admission to a master’s is not allowed to satisfy requirements.

**PROBATION**
A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

**ADVISOR / COMMITTEE**
Each student is required to meet with his or her advisor prior to registration every semester.

**CREDITS PER TERM ALLOWED**
15 credits

**TIME CONSTRAINTS**
Students are expected to complete the FAM degree program in one calendar year, i.e., 12 months (summer session plus two semesters). One additional semester is permitted to complete the requirements, if needed.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Engineering Mechanics Grievance Procedures**
Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.

- The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.
- Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor to discuss the grievance. The Graduate Student Coordinator can provide students with the name of this faculty member, who facilitates problem resolution through informal channels. The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the UW Office of Equity and Diversity website.

- If the issue is not resolved to the student’s satisfaction, the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.
- On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. The response will be shared with the person filing the grievance.
- The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.
- At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College of Engineering.

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE) and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Policies and Procedures at https://grad.wisc.edu/academic-policies/.

**OTHER**
Students in the accelerated Fundamentals of Applied Mechanics (M.S.) program are not eligible for graduate assistantships; as it is an accelerated program students are not expected to accommodate time for assistantship work.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

FACULTY

PROFESSORS
Paul Wilson (Chair)
Matt Allen
Riccardo Bonazza
Curt A. Bronkhorst
Wendy Crone
Chris Hegna
Douglass Henderson
Roderic Lakes
Oliver Schmitz
Carl Sovinec
Kumar Sridharan
Fabian Waleffe

ASSISTANT PROFESSORS
Jennifer Choy
Adrien Couet
Stephanie Diem
Jennifer Franck
Benedikt Geiger
Ben Lindley
Jacob Notbohm
Ramathasan Thevamaran
Yongfeng Zhang

See also Engineering Physics Faculty Directory (https://directory.engr.wisc.edu/ep/faculty/).

ENGINEERING MECHANICS:
RESEARCH, M.S.

This is a named option within the Engineering Mechanics M.S. (p. 696)

This program is broadly structured into several main areas of instruction and research interests in mechanics of materials and astronautics: continuum mechanics, computational mechanics, dynamics and vibration, fluid mechanics, nanomechanics, solid mechanics, and biomechanics. Related fields in which minor work may be done include civil and environmental engineering, chemical and biological engineering, electrical and computer engineering, materials science, mechanical engineering, nuclear engineering and engineering physics, physics, geological engineering and geology, mathematics, statistics, and computer science.

Current faculty research interests include adhesive-bonded joints; composites; failure criteria; analytical and computational solid mechanics; analytical and computational dynamics; multibody dynamics; analytical and computational active and passive space-structure control systems; dynamic stability; nonlinear fracture mechanics of traditional and advanced materials; continuum mechanics; modal analysis; nanomechanics and nanotribology; fluid-structure interaction; non-Newtonian fluid flow; structural mechanics; viscoelasticity; viscoplasticity; cell mechanics; and biomechanics.

Laboratories are well equipped for experimental testing and research; these include holography, Moire, atomic force microscopy, vibration testing, and other optical methods for experimental mechanics research. The department has access to collegewide facilities. The Wisconsin Laboratory for Structures and Materials Testing has facilities for testing large structures, fatigue and vibration labs, and complements the department's laboratories. The Materials Science Center provides state-of-the-art instrumentation, support facilities, and expert technical assistance for research and education in materials. Its facilities include scanning and transmission electron microscopes, image processing and analysis systems, surface and thin film characterization facilities, and x-ray diffraction facilities.

For more information on this specific degree plan, please see the EP website (https://www.engr.wisc.edu/department/engineering-physics/).

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

  a) Current UW-Madison NE/EP/EMA undergraduate students are not required to submit GRE scores.
  b) Due to COVID-19, GRE scores are not required for all applications to Engineering Mechanics graduate programs for the Spring 2022, Summer 2022, and Fall 2022 terms.
The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program website (https://www.engr.wisc.edu/department/engineering-physics/academics/ms-engineering-mechanics/) for details and admissions deadlines.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Admission and funding are separate decisions. Not all admitted students are offered support. International applicants must secure a research assistantship, teaching assistantship, fellowship, or independent funding before admission is final. A portion of the top domestic applicants are invited to visit Madison in March. The funding for RAs comes from faculty research grants. Each professor decides on his or her own RA offers. Funded students are expected to maintain full-time enrollment. See the program website (https://www.engr.wisc.edu/department/engineering-physics/academics/ms-engineering-mechanics/) for additional information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

FUNDING

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>30 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>15 credits</td>
</tr>
<tr>
<td>Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>)</td>
<td></td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Courses in which grades of BC, C, or below are received cannot be counted toward the degree except as follows: 1) Credits of C will be allowed provided they are balanced by twice as many credits of A or by four times as many credits of AB, 2) Credits of BC will be allowed provided they are balanced by twice as many credits of AB or by an equal number of credits of A</td>
</tr>
</tbody>
</table>

Assessments and Examinations

A thesis is not required for a Master's degree in Engineering Mechanics. Credit for Master's research (E M A 790) will be granted toward meeting the M.S. requirements only when a formal M.S. thesis is submitted and approved by the thesis committee. If submitting a M.S. thesis, a thesis Oral Defense is required. Candidates must pass an oral exam administered by a three-member committee, selected by the student's advisor. At least two of the committee members must be members of the UW-Madison Graduate Faculty. For more information, see https://grad.wisc.edu/documents/committees (https://grad.wisc.edu/documents/committees/). Typically, the student presents an overview of their thesis/research, and then the examiners ask questions in closed session. See the Graduate School's information https://grad.wisc.edu/current-students/masters-guide/ and note the requirement for an advisor approval page; the form that appears in Appendix C of the Handbook may be used.

Language Requirements

No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>The program requires 30 credits of technical coursework approved by the student's advisor. All courses must be at the 500-level or above. At least 15 credits must be 600-level and above OR from the following list:</td>
<td></td>
</tr>
</tbody>
</table>
### Mathematics Requirements

Students must take at least 3 credits (1 course) from the following list:

- **EM A/E P 547** Engineering Analysis I
- **EM A/E P 548** Engineering Analysis II
- **MATH 519** Ordinary Differential Equations
- **MATH 521** Analysis I
- **MATH 522** Analysis II
- **MATH 540** Linear Algebra II
- **MATH 619** Analysis of Partial Differential Equations
- **MATH 623** Complex Analysis
- **MATH 703** Methods of Applied Mathematics I
- **MATH 704** Methods of Applied Mathematics II
- **MATH/COMP SCI 714** Mathematics I
- **MATH/COMP SCI 715** Mathematics II

### Breadth Requirement

Students must take at least 5 courses from the list below. At least 3 must be identified by a *. The courses must span at least 2 of the 3 areas defined below. For each of the 2 areas, the student must take at least 2 courses.

#### Solid Mechanics

- **EM A 506** Advanced Mechanics of Materials I
- **EM A/CIV ENGR/ME 508** Composite Materials
- **EM A 519** Fracture Mechanics
- **EM A/M S & E 541** Heterogeneous and Multiphase Materials
- **EM A/M E 570** Experimental Mechanics
- **EM A 605** Introduction to Finite Elements
- **EM A/E P 615** Micro- and Nanoscale Mechanics
- **EM A 622** Mechanics of Continua
- **EM A 630** Viscoelastic Solids
- **EM A 700** Theory of Elasticity
- **EM A/M E 703** Plasticity Theory and Physics
- **EM A 705** Advanced Topics in Finite Elements

#### Fluid Mechanics

- **EM A 521** Aerodynamics
- **EM A 524** Rocket Propulsion
- **EM A 622** Mechanics of Continua
- **M E 563** Intermediate Fluid Dynamics
- **M E 572** Intermediate Gas Dynamics
- **M E 573** Computational Fluid Dynamics
- **M E 769** Combustion Processes

#### Dynamics

- **EM A 523** Flight Dynamics and Control
- **EM A/M E 540** Experimental Vibration and Dynamic System Analysis
- **EM A 542** Advanced Dynamics
- **EM A 545** Mechanical Vibrations
- **EM A/ASTRON 550** Astrodynamics
- **EM A 610** Structural Finite Element Model Validation
- **EM A 642** Satellite Dynamics
- **EM A 742** Theory and Applications in Advanced Dynamics
- **EM A 745** Advanced Methods in Structural Dynamics
- **EM A 747** Nonlinear and Random Mechanical Vibrations
- **M E/E C E 577** Automatic Controls Laboratory
- **M E 740** Advanced Vibrations
- **M E 747** Advanced Computer Control of Machines and Processes
- **M E 748** Optimum Design of Mechanical Elements and Systems

#### Depth Requirement

At least 2 courses (6 credits) must be 700-level or above in mechanics, from the following list:

- Any EM A course except EM A 790, EM A 890, or EM A 990.
- EM A 601 Special Topics courses may only be counted as 700-level if designated as such by the instructor.

CBE 720 Microhydrodynamics, Brownian Motion, and Complex Fluids

CIV ENGR/GLE 730 Engineering Properties of Soils

CIV ENGR/GLE 735 Soil Dynamics
GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With permission from their faculty adviser and the department chair, students may use up to 6 credits of graduate course work taken at another institution if they meet departmental M.S. requirements. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With faculty approval, students who have received their undergraduate degree from UW–Madison may apply up to 7 credits numbered 400 or above toward the minimum graduate degree credit requirement. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. No credits can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

With faculty approval, students who have received an ABET-accredited undergraduate degree (not including UW–Madison) may be eligible to apply up to 7 credits of their undergraduate coursework toward the Minimum Graduate Degree Credit Requirement. No credits can be counted toward the Minimum Graduate Residence Credit Requirement, nor the Minimum Graduate Coursework (50%) Requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement. UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned five or more years prior to admission to a master’s is not allowed to satisfy requirements.

PROBATION
A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE
Each student is required to meet with his or her advisor prior to registration every semester.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Students with a Bachelor of Science in Engineering Mechanics or equivalent are typically expected to complete the Master of Science in 3 semesters. Students with non-EM backgrounds will typically be permitted 4 semesters to complete their Master’s if more than 27 credits are required.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
• Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of programdepartmental or schoolcollege grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**EM Grievance Procedures**

Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.

• The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.

• Should a satisfactory resolution not be achieved, the student should contact the program's Grievance Advisor to discuss the grievance. The Graduate Student Coordinator can provide students with the name of this faculty member, who facilitates problem resolution through informal channels. The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the UW Office of Equity and Diversity website.

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• On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. The response will be shared with the person filing the grievance.

• The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

• At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College of Engineering.

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE) and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Policies and Procedures at https://grad.wisc.edu/academic-policies/.

**OTHER**

n/a

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PEOPLE**

**FACULTY**

**PROFESSORS**

Paul Wilson (Chair)
Matt Allen
Riccardo Bonazza
Curt A. Bronkhorst
Wendy Crone
Chris Hegna
Douglas Henderson
Roderic Lakes
Oliver Schmitz
Carl Sovinec
Kumar Sridharan
Jacob Notbohm
Ben Lindley
Benedikt Geiger
Jennifer Franck
Stephanie Diem
Adrien Couet
Riccardo Bonazza
Jennifer Choy
Matt Allen

**ASSISTANT PROFESSORS**

Jennifer Choy
Adrien Couet
Stephanie Diem
Jennifer Franck
Benedikt Geiger
Ben Lindley
Jacob Notbohm
Ramathasan Thevamaran
Yongfeng Zhang
see also Engineering Physics Faculty Directory (https://directory.engr.wisc.edu/ep/faculty/).

**ENGINEERING MECHANICS, Ph.D.**

The master of science and doctor of philosophy degrees in engineering mechanics are offered within a graduate program covering contemporary areas in both theoretical and applied mechanics. With the guidance of a major professor, a program can be designed to meet an individual student's needs and interests.

The program is broadly structured into several main areas of instruction and research interests in mechanics of materials and astronautics: continuum mechanics, computational mechanics, dynamics and vibration, fluid mechanics, nanomechanics, solid mechanics, and biomechanics. Related fields in which minor work may be done include civil and environmental engineering, chemical and biological engineering, electrical and computer engineering, materials science, mechanical engineering, nuclear engineering and engineering physics, physics, geological engineering and geology, mathematics, statistics, and computer science.

Current faculty research interests include adhesive-bonded joints; composites; failure criteria; analytical and computational solid mechanics; analytical and computational dynamics; multibody dynamics; analytical and computational active and passive space-structure control systems; dynamic stability; nonlinear fracture mechanics of traditional and advanced materials; continuum mechanics; modal analysis; nanomechanics and nanotribology; fluid-structure interaction; non-Newtonian fluid flow; structural mechanics; viscoelasticity; viscoplasticity; cell mechanics; and biomechanics.

Laboratories are well equipped for experimental testing and research; these include holography, Moire, atomic force microscopy, vibration testing, and other optical methods for experimental mechanics research. The department has access to collegewide facilities. The Wisconsin Laboratory for Structures and Materials Testing has facilities for testing large structures, fatigue and vibration labs, and complements the department's laboratories. The Materials Science Center provides state-of-the-art instrumentation, support facilities, and expert technical assistance for research and education in materials. Its facilities include scanning and transmission electron microscopes, image processing and analysis systems, surface and thin film characterization facilities, and x-ray diffraction facilities.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
</tbody>
</table>

**FUNDING**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**GRADUATE SCHOOL RESOURCES**

Resources of financial support from the Department, College, and University are in the form of research assistantships (RAs), teaching assistantships (TAs), project assistantships (PAs), and partial or full fellowships. Prospective PhD students that receive such offers will have a minimum five-year guarantee of support. The funding for RAs comes from faculty research grants. Each professor decides on his or her own RA offers, and a portion of the top domestic applicants is invited to visit Madison in order to meet faculty members and tour the department facilities. International applicants must secure an RA, TA, PA, fellowship, or independent funding before admission is final. Funded students are expected to maintain full-time enrollment. See the program website (https://www.engr.wisc.edu/department/engineering-physics/academics/ms-engineering-mechanics/) for additional information.

**PROGRAM RESOURCES**

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program website (https://www.engr.wisc.edu/department/engineering-physics/academics/ms-engineering-mechanics/) for details and admissions deadlines.

<table>
<thead>
<tr>
<th>Test</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
<tr>
<td></td>
<td>Required</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
<tr>
<td>a) Current UW-Madison NE/EP/EMA undergraduate students are not required to submit GRE scores.</td>
<td></td>
</tr>
<tr>
<td>b) Due to COVID-19, GRE scores are not required for all applications to Engineering Mechanics graduate programs for the Spring 2022, Summer 2022, and Fall 2022 terms.</td>
<td></td>
</tr>
</tbody>
</table>

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program website (https://www.engr.wisc.edu/department/engineering-physics/academics/ms-engineering-mechanics/) for details and admissions deadlines.
MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 60 credits

Minimum Residence Credit Requirement 32 credits

Minimum Graduate Coursework Requirement 30 of the required 60 credits must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/). In addition, at least 18 of the non-research credits must be in classes having the graduate-level designation.

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements Courses in which grades of BC, C, or below are received cannot be counted toward the degree except as follows: 1) Credits of C will be allowed provided they are balanced by twice as many credits of A or by four times as many credits of AB, 2) Credits of BC will be allowed provided they are balanced by twice as many credits of AB or by an equal number of credits of A.

Assessments and Examinations

Ph.D. qualifying examination is required of all students.

After acceptance of the student’s doctoral plan of study, the student must take an oral preliminary examination.

Final oral examination is required at the end of the thesis work.

Language Requirements

No language requirements.

Doctoral Minor/Breadth Requirements

There are two minor options available:

Minor Option A
Students minor in a single department and satisfy the minor requirements of that department.

Minor Option B (Distributed Minor)
This option requires a minimum of 9 credits in two or more departments outside the major, in related courses selected for their relevance to a particular area of concentration. The following rules apply:
1. Courses typically included on or within the scope of the E M A Qualifying Exam shall not be considered acceptable for the Ph.D. Minor Option B.
2. At least 6 credits must be taken in courses listed in the UW-Madison Guide as "Grad 50%" courses.

REQUIRED COURSES

At least 36 of the required 60 credits must be in classes satisfying the following general requirements and mathematics, breadth and depth requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td></td>
<td></td>
</tr>
<tr>
<td>All courses</td>
<td>may be at the 500-level or above. At least 21 credits must be 600-level and above OR from the following list:</td>
<td>21</td>
</tr>
<tr>
<td>E M A/CIV ENGR/</td>
<td>Composite Materials</td>
<td></td>
</tr>
<tr>
<td>M E</td>
<td>508</td>
<td></td>
</tr>
<tr>
<td>E M A 519</td>
<td>Fracture Mechanics</td>
<td></td>
</tr>
<tr>
<td>E M A 522</td>
<td>Aerodynamics Lab</td>
<td></td>
</tr>
<tr>
<td>E M A 523</td>
<td>Flight Dynamics and Control</td>
<td></td>
</tr>
<tr>
<td>E M A/M E 540</td>
<td>Experimental Vibration and</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dynamic System Analysis</td>
<td></td>
</tr>
<tr>
<td>E M A/M S &amp; E</td>
<td>Heterogeneous and Multiphase</td>
<td></td>
</tr>
<tr>
<td>541</td>
<td>Materials</td>
<td></td>
</tr>
<tr>
<td>E M A/E P 547</td>
<td>Engineering Analysis I</td>
<td></td>
</tr>
<tr>
<td>E M A/E P 548</td>
<td>Engineering Analysis II</td>
<td></td>
</tr>
<tr>
<td>E M A/M E 570</td>
<td>Experimental Mechanics</td>
<td></td>
</tr>
</tbody>
</table>

Mathematics Requirements 6

At least 6 credits (2 courses) must be in applied mathematics from the following list:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E M A/E P 547</td>
<td>Engineering Analysis I</td>
<td></td>
</tr>
<tr>
<td>E M A/E P 548</td>
<td>Engineering Analysis II</td>
<td></td>
</tr>
<tr>
<td>MATH 519</td>
<td>Ordinary Differential Equations</td>
<td></td>
</tr>
<tr>
<td>MATH 521</td>
<td>Analysis I</td>
<td></td>
</tr>
<tr>
<td>MATH 522</td>
<td>Analysis II</td>
<td></td>
</tr>
<tr>
<td>MATH 540</td>
<td>Linear Algebra II</td>
<td></td>
</tr>
<tr>
<td>MATH 619</td>
<td>Analysis of Partial Differential Equations</td>
<td></td>
</tr>
</tbody>
</table>
**MATH 623**  Complex Analysis
**MATH 703**  Methods of Applied Mathematics I
**MATH 704**  Methods of Applied Mathematics II
**MATH/COMP SCI 714**  Mathematics I
**MATH/COMP SCI 715**  Mathematics II

### Breadth Requirement

As part of their M.S. or Ph.D., students must have taken courses from at least 2 of the 3 areas defined below. For each of the 2 areas, the student must have taken at least 2 courses. The courses must be at a similar level to those listed below.

#### Solid Mechanics

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMA 506</td>
<td>Advanced Mechanics of Materials I</td>
<td>3</td>
</tr>
<tr>
<td>EMA/CIVE 508</td>
<td>Composite Materials</td>
<td>3</td>
</tr>
<tr>
<td>EMA 519</td>
<td>Fracture Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>EMA/MSE 541</td>
<td>Heterogeneous and Multiphase Materials</td>
<td>3</td>
</tr>
<tr>
<td>EMA 570</td>
<td>Experimental Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>EMA 601</td>
<td>Advanced Mechanical Testing of Materials</td>
<td>3</td>
</tr>
<tr>
<td>EMA/EPE 615</td>
<td>Micro- and Nanoscale Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>EMA 622</td>
<td>Mechanics of Continua</td>
<td>3</td>
</tr>
<tr>
<td>EMA 630</td>
<td>Viscoelastic Solids</td>
<td>3</td>
</tr>
<tr>
<td>EMA 700</td>
<td>Theory of Elasticity</td>
<td>3</td>
</tr>
<tr>
<td>EMA/MSE 703</td>
<td>Plasticity Theory and Physics</td>
<td>3</td>
</tr>
<tr>
<td>EMA 705</td>
<td>Advanced Topics in Finite Elements</td>
<td>3</td>
</tr>
<tr>
<td>EMA/MSE 706</td>
<td>Plates, Shells and Pressure Vessels</td>
<td>3</td>
</tr>
<tr>
<td>EMA/MSE 708</td>
<td>Advanced Composite Materials</td>
<td>3</td>
</tr>
<tr>
<td>EMA/MSE 722</td>
<td>Introduction to Polymer Rheology</td>
<td>3</td>
</tr>
</tbody>
</table>

**CBE 720**  Microhydrodynamics, Brownian Motion, and Complex Fluids

**CIVE 730**  Engineering Properties of Soils

**CIVE 735**  Soil Dynamics

**MATH 705**  Mathematical Fluid Dynamics

**MATH 740**  Advanced Vibrations

**MATH 746**  Dynamics of Controlled Systems

**MATH 747**  Advanced Computer Control of Machines and Processes

**MATH 748**  Optimum Design of Mechanical Elements and Systems

**MATH 751**  Advanced Computational Dynamics

**MATH 753**  Friction, Lubrication and Wear

**MATH 760**  Advanced Experimental Instrumentation

**MATH 774**  Chem Kinetics of Combust Systems

**MATH/CIVE 775**  Turbulent Heat and Momentum Transfer

### Fluid Mechanics

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMA 521</td>
<td>Aerodynamics</td>
<td>3</td>
</tr>
<tr>
<td>EMA 622</td>
<td>Mechanics of Continua</td>
<td>3</td>
</tr>
<tr>
<td>EMA 563</td>
<td>Intermediate Fluid Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>EMA 572</td>
<td>Intermediate Gas Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>EMA 573</td>
<td>Computational Fluid Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>EMA 679</td>
<td>Combustion Processes</td>
<td>3</td>
</tr>
<tr>
<td>EMA 770</td>
<td>Advanced Experimental Instrumentation</td>
<td>3</td>
</tr>
<tr>
<td>EMA 774</td>
<td>Chem Kinetics of Combust Systems</td>
<td>3</td>
</tr>
<tr>
<td>EMA/CIVE 775</td>
<td>Turbulent Heat and Momentum Transfer</td>
<td>3</td>
</tr>
</tbody>
</table>

### Dynamics

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMA 523</td>
<td>Flight Dynamics and Control</td>
<td>3</td>
</tr>
<tr>
<td>EMA/MSE 540</td>
<td>Experimental Vibration and Dynamic System Analysis</td>
<td>3</td>
</tr>
<tr>
<td>EMA 542</td>
<td>Advanced Dynamics</td>
<td>3</td>
</tr>
</tbody>
</table>

**COMP SCI/MATH 714**  Methods of Computational Mathematics I

**COMP SCI/MATH 715**  Methods of Computational Mathematics II

**COMP SCI 733**  Computational Methods for Large Sparse Systems

**E A ASTRON 550**  Astrodynamics

**E A 610**  Structural Finite Element Model Validation

**E A 642**  Satellite Dynamics

**E A 742**  Theory and Applications in Advanced Dynamics

**E A 745**  Advanced Methods in Structural Dynamics

**E A 747**  Nonlinear and Random Mechanical Vibrations

**M E/C E 577**  Automatic Controls Laboratory

**M E 740**  Advanced Vibrations

**M E 747**  Advanced Computer Control of Machines and Processes

**M E 748**  Optimum Design of Mechanical Elements and Systems

**M E 751**  Advanced Computational Dynamics

**M E 753**  Friction, Lubrication and Wear

**M E 769**  Combustion Processes

**M E 770**  Advanced Experimental Instrumentation

**M E 774**  Chem Kinetics of Combust Systems

**M E/CIVE 775**  Turbulent Heat and Momentum Transfer

**M E 790**  Advanced Fluid Mechanics

**M E 890**  Advanced Computational Fluid Dynamics

**M E 990**  Advanced Computational Dynamics
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Prior Coursework

Graduate Work from Other Institutions
With permission from their faculty advisor and the department chair, students may use up to 6 credits of graduate work taken at another institution if they meet departmental MS requirements. Coursework earned ten or more years prior to admission to the PhD program is not allowed to satisfy requirements.

Graduate Coursework from Previous MS

With advisor and EP Graduate Studies Committee approval, students may use up to 15 credits of prior MS coursework toward the PhD, provided that all of the following are met: (1) The student has completed an MS degree in a relevant field. (2) The coursework proposed by the student is at the graduate level and was taken as part of the student’s completed MS program. (3) The student’s faculty advisor agrees that the prior coursework proposed by the student satisfies the Engineering Mechanics PhD program requirements in terms of subject area and rigor. (4) A member of the EP Graduate Studies Committee who is familiar with the EM PhD program confirms the advisor’s recommendation.

1 All credits earned toward the EM MS degree at the University of Wisconsin-Madison count toward the EM PhD program. This policy applies to students who have not completed a previous MS degree in a relevant field.

UW–Madison Undergraduate

With faculty approval, students who have received their undergraduate degree from UW–Madison may apply up to 7 credits numbered 400 or above toward the minimum graduate degree credit requirement. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. No credits can be counted toward the minimum graduate residence credit requirement.

Coursework earned ten years or more prior to admission to a PhD program is not allowed to satisfy requirements.

With faculty approval, students who have received an ABET-accredited undergraduate degree (not including UW–Madison) may be eligible to apply up to 7 credits of their undergraduate coursework toward the Minimum Graduate Degree Credit Requirement. No credits can be counted toward the Minimum Graduate Residence Credit Requirement, nor the Minimum Graduate Coursework (50%) Requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement. UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

Probation

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or
allowed to continue for one additional semester based on advisor appeal to the Graduate School.

**ADVISOR / COMMITTEE**
Each student is required to meet with their advisor prior to registration every semester.

**CREDITS PER TERM ALLOWED**
15 credits

**TIME CONSTRAINTS**
The Ph.D. qualifying examination should be first taken no later than completion of the M.S. requirements, or the beginning of the fifth semester of graduate study, whichever comes first. Students entering the program with a master's degree in EMA, EP or NE from another institution, and taking the qualifying exam in that same major, must take the exam by the beginning of their third semester.

Students must submit the doctoral plan of study one month before the end of the semester following the one in which the qualifying exam is passed.

Candidates are expected to pass the Ph.D. preliminary examination no later than the end of the third year of graduate study, or by the end of the second regular semester following the one in which the Ph.D. qualifying examination was passed, whichever is later. A candidate who fails to take the preliminary examination within four years of passing the qualifying examination must retake the qualifying examination.

An oral examination on the findings of the Ph.D. research is required at the end of the semester following the one in which the qualifying exam is passed.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Engineering Mechanics Grievance Procedures**
Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.

- The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.
- Should a satisfactory resolution not be achieved, the student should contact the program's Grievance Advisor to discuss the grievance. The Graduate Student Coordinator can provide students with the name of this faculty member, who facilitates problem resolution through informal channels. The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the UW Office of Equity and Diversity website.
- If the issue is not resolved to the student's satisfaction, the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.
- On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. The response will be shared with the person filing the grievance.
- The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.
- At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College of Engineering.

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE) and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Policies and Procedures at https://grad.wisc.edu/academic-policies/.
GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate an extraordinary, deep understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and independently solve advanced engineering problems.
3. Apply the relevant scientific and technological advancements, techniques, and engineering tools to address these problems.
4. Recognize and apply principles of ethical and professional conduct.
5. Demonstrate an ability to synthesize knowledge from a subset of the biological, physical, and/or social sciences to help frame problems critical to the future of their discipline.
6. Demonstrate an ability to conduct original research and communicate it to their peers.

PEOPLE

FACULTY

PROFESSORS
Paul Wilson (Chair)
Matt Allen
Riccardo Bonazza
Curt A. Bronkhorst
Wendy Crone
Chris Hegna
Douglass Henderson
Roderic Lakes
Oliver Schmitz
Carl Sovinec
Kumar Sridharan
Fabian Waleffe

ASSISTANT PROFESSORS
Jennifer Choy
Adrien Couet
Stephanie Diem
Jennifer Franck
Benedikt Geiger
Ben Lindley
Jacob Notbohm
Ramathasan Thevamaran
Yongfeng Zhang

See also Engineering Physics Faculty Directory (https://directory.engr.wisc.edu/ep/faculty/).

NUCLEAR ENGINEERING AND ENGINEERING PHYSICS, M.S.

A broad program of instruction and research is offered in the principles of the interaction of radiation with matter and their applications, and in several areas of engineering physics. The program has strong engineering and applied science components. It emphasizes several areas of activity, including the research, design, development, and deployment of fission reactors; fusion engineering; plasma physics; radiation damage to materials; applied superconductivity and cryogenics; and large-scale computing in engineering science.

The master’s degree may be pursued as a terminal degree in the fission area and in various engineering physics areas, but it is not generally recommended as a final degree in fusion research; students interested in fusion should plan to pursue the Ph.D. degree. About 40 percent of the current graduate students hold undergraduate degrees in nuclear engineering, about 40 percent in physics, and about 20 percent in other disciplines such as mechanical engineering, electrical engineering, mathematics, and materials science.

The department is considered to have one of the top five nuclear engineering programs in the nation over the last 40 years. It incorporates several research organizations including the Wisconsin Institute of Nuclear Systems, the Pegasus Toroidal Experiment Program, the Fusion Technology Institute, and the Center for Plasma Theory and Computation.

Research may be performed in areas including next generation fission reactor engineering; fluid and heat transfer modeling for transient analysis; reactor monitoring and diagnostics; fuel cycle analysis; magnetic and inertial confinement fusion reactor engineering, including the physics of burning plasmas, plasma-wall interactions, neutron transport, tritium breeding, radiation damage, and liquid-metal heat transfer; experimental and theoretical studies of plasmas including radio frequency heating, magnetic confinement, plasma instabilities, and plasma diagnostics; superconducting magnets and cryogenics; and theoretical and experimental studies of the damage to materials in fission and fusion reactors.

The department places considerable emphasis on establishing research teams or group research, as well as traditional research activity by individual faculty members and their students. The groups frequently involve faculty, scientific staff, and graduate students from several departments, adding a strong interdisciplinary flavor to the research.

Students sometimes perform thesis work at national laboratories such as Argonne National Laboratory, Idaho National Laboratory, Princeton Plasma Physics Laboratory, and Los Alamos National Laboratory.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).
Requirements | Detail
--- | ---
Fall Deadline | December 15
Spring Deadline | October 1
Summer Deadline | December 15
GRE (Graduate Record Examinations) | Required.*

English Proficiency Test | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) | n/a

Letters of Recommendation | Required

3

* a) Current UW-Madison NE/EP/EMA undergraduate students are not required to submit GRE scores.
   b) Due to COVID-19, GRE scores are not required for all applications to Nuclear Engineering and Engineering Physics graduate programs for the Spring 2022, Summer 2022, and Fall 2022 terms.

The Graduate School sets minimum requirements for admissions. (https://grad.wisc.edu/admissions/requirements/) Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program website (https://www.engr.wisc.edu/department/engineering-physics/academics/ms-nuclear-engineering/) for details and admissions deadlines.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Admission and funding are separate decisions. Not all admitted students are offered support. International applicants must secure a research assistantship, teaching assistantship, fellowship, or independent funding before admission is final. A portion of the top domestic applicants is invited to visit Madison in March. The funding for RAs comes from faculty research grants. Each professor decides on his or her own RA offers. Funded students are expected to maintain full time enrollment. See the program website (https://www.engr.wisc.edu/department/engineering-physics/academics/ms-nuclear-engineering/) for additional information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

Face to Face | Evening/Weekend | Online | Hybrid | Accelerated
--- | --- | --- | --- | ---
Yes | No | No | No | No

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements | Detail
--- | ---
Minimum Credit Requirement | 30 credits of technical coursework approved by the student's faculty advisor
Minimum Residence Credit Requirement | 16 credits
Minimum Graduate Coursework Requirement | 15 of the required 30 credits must be in graduate-level coursework from nuclear engineering, math, physics, chemistry, computer science, or any other engineering department except E P D; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/).
Overall Graduate GPA Requirement | 3.00 GPA required.
Other Grade Requirements | Courses in which grades of BC, C, or below are received cannot be counted toward the degree except as follows: 1) Credits of C will be allowed provided they are balanced by twice as many credits of A or by four times as many credits of AB, 2) Credits of BC will be allowed provided they are balanced by twice as many credits of AB or by an equal number of credits of A.
with program approval, students are allowed to count no more than 15 credits toward the minimum graduate residence credit requirement. With program approval, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW-Madison Special student toward the minimum graduate residence credit requirement and the minimum graduate degree credit requirement. UW-Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. No credits can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW-Madison University Special**

With program approval, students who have received their undergraduate degree (not including UW-Madison) may be eligible to apply up to 7 credits of their undergraduate coursework toward the Minimum Graduate Degree Credit Requirement. No credits can be counted toward the Minimum Graduate Residence Credit Requirement, nor the Minimum Graduate Coursework (50%) Requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**PROBATION**

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

**ADVISOR / COMMITTEE**

Each student is required to meet with his or her advisor prior to registration every semester.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Candidates must pass an oral examination on completed coursework or on the thesis if the thesis option is chosen. Students have two attempts to pass this examination with at least one month elapsing between attempts. Candidates who have passed the PhD qualifying examination will be excused from the oral master's examination.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)

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**REQUIRED COURSES**

The following courses, or courses with similar material content, must be taken prior to or during the course of study: N E 427 Nuclear Instrumentation Laboratory; N E 428 Nuclear Reactor Laboratory or N E 526 Laboratory Course in Plasmas; N E 408 Ionizing Radiation or N E/MED PHYS 569 Health Physics and Biological Effects.

Thesis track ¹: maximum of 12 credits for thesis; at least 8 credits of N E courses 400 level or above; remaining credits (also 400 level or above) must be in appropriate technical areas ²; at least 9 credits must be 500 level and above; up to 3 credits can be seminar credits.

Non-Thesis track ³: at least 15 credits of N E courses at the 400 level or above; remaining 15 credits (also 400 level or above) must be in appropriate technical areas ²; at least 12 credits must be at the 500 level or above; up to 3 credits can be seminar credits.

For both the thesis and non-thesis options, only one course (maximum of 3 credits) of independent study (N E 699 Advanced Independent Study, N E 999 Advanced Independent Study) is allowed.

¹ These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

² Appropriate technical areas are: Engineering departments (except Engineering and Professional Development), Physics, Math, Statistics, Computer Science, Medical Physics, and Chemistry. Other courses may be deemed appropriate by a student’s faculty advisor.

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**POLICIES**

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**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW-Madison Undergraduate**

With faculty approval, students who have received their undergraduate degree from UW-Madison may apply up to 7 credits numbered 400 or above toward the minimum graduate degree credit requirement. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. No credits can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW-Madison University Special**

With program approval, students who have received an ABET-accredited undergraduate degree (not including UW-Madison) may be eligible to apply up to 7 credits of their undergraduate coursework toward the Minimum Graduate Degree Credit Requirement. No credits can be counted toward the Minimum Graduate Residence Credit Requirement, nor the Minimum Graduate Coursework (50%) Requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.
NEEP Grievance Procedures
Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.

1. The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.

2. Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor to discuss the grievance. The Graduate Student Coordinator can provide students with the name of this faculty member, who facilitates problem resolution through informal channels. The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the UW Office of Compliance website (http://guide.wisc.edu/graduate/engineering-physics/nuclear-engineering-engineering-physics-ms/compliance.wisc.edu/).

3. If the issue is not resolved to the student’s satisfaction, the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.

4. On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. The response will be shared with the person filing the grievance.

5. The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College of Engineering.

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE) and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Policies and Procedures at https://grad.wisc.edu/academic-policies/.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

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ADMISSIONS

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Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply!).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
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<tr>
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<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
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</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
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</table>

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FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
PROGRAM RESOURCES

Offers of financial support from the Department, College, and University are in the form of research assistantships (RAs), teaching assistantships (TAs), project assistantships (PAs), and partial or full fellowships. Prospective PhD students that receive such offers will have a minimum five-year guarantee of support. The funding for RAs comes from faculty research grants. Each professor decides on his or her own RA offers, and a portion of the top domestic applicants is invited to visit Madison in order to meet faculty members and tour the department facilities. International applicants must secure an RA, TA, PA, fellowship, or independent funding before admission is final. Funded students are expected to maintain full-time enrollment. See the program website (https://www.engr.wisc.edu/department/engineering-physics/academics/ms-nuclear-engineering/) for additional information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th></th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grad Credit Requirement</td>
<td>51</td>
</tr>
<tr>
<td>Residence Credit Requirement</td>
<td>32</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Students must fulfill the coursework requirements for the nuclear engineering and engineering physics M.S. (http://guide.wisc.edu/graduate/engineering-physics/nuclear-engineering-engineering-physics-ms/) degree whether receiving the M.S. degree or going directly to the PhD. They must complete an additional 9 credits of technical coursework at the graduate level, beyond the coursework requirement for the MS. Candidates must take three 700-level courses; must satisfy the Ph.D. technical minor requirement; and must satisfy the PhD non-technical minor requirement.

The candidate is also required to complete, as a graduate student, one course at the 400 level or above in each of the following Areas: fission reactors; plasma physics and fusion; materials; engineering mathematics and computation (see Area Coursework Examples below).

M.S. Coursework Requirements

The following courses, or courses with similar material content, must be taken prior to or during the course of study: N E 427 Nuclear Instrumentation Laboratory; N E 428 Nuclear Reactor Laboratory or N E 526 Laboratory Course in Plasmas; N E 408 Ionizing Radiation or N E/ MED PHYS 569 Health Physics and Biological Effects.

Thesis track: maximum of 12 credits for thesis; at least 8 credits of N E courses 400 level or above; remaining credits (also 400 level or above) must be in appropriate technical areas; at least 9 credits must be 500 level and above; up to 3 credits can be seminar credits.

Non-Thesis track: at least 15 credits of N E courses at the 400 level or above; remaining 15 credits (also 400 level or above) must be in
appropriate technical areas; at least 12 credits must be at the 500 level or above; up to 3 credits can be seminar credits.

For both the thesis and non-thesis options, only one course (maximum of 3 credits) of independent study (N E 699 Advanced Independent Study, N E 999 Advanced Independent Study) is allowed.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Appropriate technical areas are: Engineering departments (except Engineering and Professional Development), Physics, Math, Statistics, Computer Science, Medical Physics, and Chemistry. Other courses may be deemed appropriate by a student’s faculty advisor.

**Area Coursework Examples**

These courses are examples that would meet the requirement and are not meant to be a restricted list of possible courses. The candidate is required to complete one course in each of the following areas:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>N E 405</td>
<td>Nuclear Reactor Theory</td>
<td>3</td>
</tr>
<tr>
<td>N E 408</td>
<td>Ionization</td>
<td>3</td>
</tr>
<tr>
<td>N E 411</td>
<td>Nuclear Reactor Engineering</td>
<td>3</td>
</tr>
<tr>
<td>N E/MED PHYS 506</td>
<td>Monte Carlo Radiation Transport</td>
<td>3</td>
</tr>
<tr>
<td>N E/M E 520</td>
<td>Two-Phase Flow and Heat Transfer</td>
<td>3</td>
</tr>
<tr>
<td>N E 550</td>
<td>Advanced Nuclear Power Engineering</td>
<td>3</td>
</tr>
<tr>
<td>N E 555</td>
<td>Nuclear Reactor Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>N E/M E 565</td>
<td>Power Plant Technology</td>
<td>3</td>
</tr>
<tr>
<td>N E/I SY E 574</td>
<td>Methods for Probabilistic Risk Analysis of Nuclear Power Plants</td>
<td>3</td>
</tr>
</tbody>
</table>

**Plasma Physics & Fusion**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>N E/E C E/PHYSICS 525</td>
<td>Introduction to Plasmas</td>
<td>3</td>
</tr>
<tr>
<td>N E/E C E/PHYSICS 527</td>
<td>Plasma Confinement and Heating</td>
<td>3</td>
</tr>
<tr>
<td>N E/E C E/PHYSICS 528</td>
<td>Plasma Processing and Technology</td>
<td>3</td>
</tr>
<tr>
<td>N E 536</td>
<td>Feasibility St of Power from Controlled Thermonuclear Fusion</td>
<td>3</td>
</tr>
</tbody>
</table>

**Materials**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>N E/M S &amp; E 423</td>
<td>Nuclear Engineering Materials</td>
<td>3</td>
</tr>
<tr>
<td>N E 541</td>
<td>Radiation Damage in Metals</td>
<td>3</td>
</tr>
<tr>
<td>PHYSICS 551</td>
<td>Solid State Physics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Engineering Mathematics & Computation**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E P/E M A 547</td>
<td>Engineering Analysis I</td>
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</tr>
<tr>
<td>E P/E M A 548</td>
<td>Engineering Analysis II</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI/ MATH 513</td>
<td>Numerical Linear Algebra</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI/ MATH 514</td>
<td>Numerical Analysis</td>
<td>3</td>
</tr>
<tr>
<td>MATH 703</td>
<td>Methods of Applied Mathematics I</td>
<td>3</td>
</tr>
</tbody>
</table>

**Non-Technical Minor Requirements**

Ph.D. candidates must complete one of the following four study options prior to receiving dissertator status. As this is a formal Department requirement, the student should select a Non-Technical Minor early in the program, and must complete it to achieve dissertator status (see below). The Non-Technical Minor must be planned with the help of the candidate’s advisor and must be approved by the Department NonTechnical Minor Advisor except for Study Option IV which must be approved by the Department faculty. A Non-Technical Minor Approval Form is available from the Graduate Student Services Office, 3182 Mechanical Engineering, and must be filed prior to submission of the doctoral plan form. Courses below the 400 level may be used as a part of the Non-Technical Minor.

**Study Option I:** Technology-Society Interaction Coursework. This option is intended to increase the student’s awareness of the possible effects of technology on society and of the professional responsibilities of engineers and scientists in understanding such side effects. These effects could, for example, involve the influence of engineering on advancement of human welfare, on the distribution of wealth in society, or on environmental and ecological systems.

Suggested courses for fulfilling Option I include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIV ENGR 320</td>
<td>Environmental Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 423</td>
<td>Air Pollution Effects, Measurement and Control</td>
<td>3</td>
</tr>
<tr>
<td>ECON/A A E 474</td>
<td>Economic Problems of Developing Areas</td>
<td>3</td>
</tr>
<tr>
<td>GEOG/URB R PL 305</td>
<td>Introduction to the City</td>
<td>3-4</td>
</tr>
<tr>
<td>HIST SCI/MED HIST/RELIG ST 331</td>
<td>Science, Medicine and Religion</td>
<td>3</td>
</tr>
</tbody>
</table>

**Study Option II:** Humanistic Society Studies Coursework. The basic objectives of this option are to help prepare the student to bridge the gap between C.P. Snow’s "Two Cultures." Snow’s 1959 lecture thesis was that the breakdown of communication between the "two cultures" of modern society - the sciences and the humanities - was a major hindrance to solving the world’s problems. Study might be designed to give a greater appreciation of the arts such as the classics, music, or painting, or it might be designed, for example, as preparation for translating technical information to the non-technical public.

Suggested areas of study to fulfill Option II include Anthropology, Area Studies, Art, Art History, Classics, Comparative Literature, Contemporary Trends, English (literature), Foreign Languages (literature), Social Work, Sociology, and Speech. Under either Option I or II, the student must take 6 credits of coursework. The courses must be approved by the student’s advisor and the non-technical minor advisor, and the 6 credits should be concentrated in one topical area. Grades in these courses need not meet the Departmental Grade Policy. However, note that all grades in 300 level or above courses (including grades for Non-Technical Minor courses) are calculated in the Graduate School minimum 3.0 graduation requirement.

**Study Option III:** Foreign Culture Coursework. This option is intended for the student who desires to live and work in a foreign nation or work with people of a foreign culture. Examples include studies of the history of a foreign nation, of the political stability of a region of the world, of the culture of a particular group within a nation, or of the spoken language of a foreign nation. For Option III the student must take six credits of courses under all of the same conditions and requirements as for Option I and II unless choosing language study. For the latter case, the student must attain a grade of C or better in all courses. If the student
has previous knowledge of a language, it is required that either courses beyond the introductory level will be elected or that another language will be elected.

**Study Option IV: Technology-Society Interactions Experience.** There are many possible technology-society interactions that might be more educational and meaningful for the student as an actual experience than coursework. For example, the student might run for and be elected to a position of alderperson in the city government. Consequently, this option allows the student to pursue a particular aspect of the interaction using his own time and resources.

Study Option IV activity must be planned with the student’s advisor and be approved by the faculty. The effort required should be equivalent to 6 credits of coursework. Upon completion of this program, the student will prepare a written or oral report.

Note: Foreign students from countries in which English is not the native tongue have inherently fulfilled these non-technical study goals and are exempt from these formal requirements.

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

*Graduate Coursework from Previous M.S.*

Students may apply up to 15 credits of prior coursework that led to an MS degree in a relevant field, provided:

- The student’s faculty advisor agrees that the prior coursework proposed by the student satisfies the NEEP Ph.D. program requirements in terms of subject area and rigor.
- A member of the EP Graduate Studies Committee who is familiar with the NEEP PhD program confirms the advisor’s recommendation.

A student applying the 15 graduate credits from a previous M.S. is not eligible for applying previous undergraduate credits or other graduate credits (described above) toward the Ph.D. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With faculty approval, students who have received their undergraduate degree from UW–Madison may apply up to 7 credits numbered 400 or above toward the minimum graduate degree credit requirement. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. No credits can be counted toward the minimum graduate residence credit requirement. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

With faculty approval, students who have received an ABET-accredited undergraduate degree (not including UW–Madison) may be eligible to apply up to 7 credits of their undergraduate coursework toward the Minimum Graduate Degree Credit Requirement. No credits can be counted toward the Minimum Graduate Residence Credit Requirement, nor the Minimum Graduate Coursework (50%) Requirement.

Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW–Madison special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement. UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

**ADVISOR / COMMITTEE**

Each student is required to meet with his or her advisor prior to registration every semester.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

The Ph.D. qualifying examination should be first taken no later than completion of the M.S. requirements, or the beginning of the fifth semester of graduate study, whichever comes first. Students entering the program with a master’s degree in E M A, E P or N E from another institution, and taking the qualifying exam in that same major, must take the exam by the beginning of their third semester.

Students must submit the doctoral plan of study one month before the end of the semester following the one in which the qualifying exam is passed.

Candidates are expected to pass the Ph.D. preliminary examination no later than the end of the third year of graduate study, or by the end of the second regular semester following the one in which the Ph.D. qualifying examination was passed, whichever is later. A candidate who fails to take the preliminary examination within four years of passing the qualifying examination must retake the qualifying examination.

An oral examination on the findings of the Ph.D. research is required at the end of the thesis work. The candidate must apply for a warrant from
the Graduate School through the student services office at least three weeks before the exam. The final oral examination must be taken within five years of passing the preliminary examination.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**NEEP Grievance Procedures**

Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, advising, various forms of harassment, or other issues. Any student or potential student may use these procedures.

- The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.

- Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor to discuss the grievance. The Graduate Student Coordinator can provide students with the name of this faculty member, who facilitates problem resolution through informal channels. The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the UW Office of Equity and Diversity website.

- If the issue is not resolved to the student’s satisfaction, the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.

- On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. The response will be shared with the person filing the grievance.

- The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

- At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College of Engineering.

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE) and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Policies and Procedures at https://grad.wisc.edu/academic-policies/.

**OTHER**

n/a

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Demonstrate an extraordinary, deep understanding of mathematical, scientific, and engineering principles in the field
2. Demonstrate an ability to formulate, analyze, and independently solve advanced engineering problems
3. Apply the relevant scientific and technological advancements, techniques, and engineering tools to address these problems
4. Recognize and apply principles of ethical and professional conduct
5. Demonstrate an ability to synthesize knowledge from a subset of the biological, physical, and/or social sciences to help frame problems critical to the future of their discipline
6. Demonstrate an ability to conduct original research and communicate it to their peers
NUCLEAR ENGINEERING, DOCTORAL MINOR

REQUIREMENTS

1. A minimum of four N E courses (http://guide.wisc.edu/courses/n_e/), 400 level or above, are required for the minor. These are decided in consultation with the student's advisor.
   a. All courses used for the minor must be 400 level or above and taken after the bachelor's degree.
   b. Ordinarily only one course (maximum of 3 credits) of independent study is allowed (N E 699 Advanced Independent Study, N E 999 Advanced Independent Study).
   c. Research and thesis courses may not be used for this minor.
   d. No more than 5 credits completed five or more years prior to admission to the doctoral major may be used.
   e. Courses taken 10 or more years ago may not be used.
   f. Courses taken pass/fail or for audit may not be used.
   g. Courses with grades of S given in courses graded on a credit/no credit basis are acceptable.
2. A GPA of 3.0 must be maintained for the minor.
3. A maximum of 6 credits may be transferred from other institutions to satisfy the minor requirements.

4. The minor program must be approved by chair of the Engineering Physics Graduate Studies Committee. The approval form is available from the department website: https://www.engr.wisc.edu/department/engineering-physics/academics/ms-nuclear-engineering/

5. A student who has earned an M.S. degree in nuclear engineering and engineering physics (and is currently in a different doctoral program) will be considered to have fulfilled the minor requirements.
• Teaching English to Speakers of Other Languages, Graduate/Professional Certificate (p. 743)

PEOPLE

Faculty: Professors Castronovo (chair), Auerbach, Barry, Bearden, Begam, Bernard-Donals, Bow, Britland, Dharwadker, Foys, Friedman, Guyer, Hill, Johnson, Keller, Kercheval, Olaniyan, Ortiz-Robles, Purnell, Rainy, Sherrard-Johnson, Wanner, M. Young, R. Young, Zimmerman; Associate Professors Allewaert, Cooper, Fawaz, Olson, Samuels, Trotter, Vareschi, Yu, Zweck; Assistant Professors Amine, Calhoun, Cho, Druschke, Edoro, Fecu, Huang

CREATIVE WRITING, DOCTORAL MINOR

The program in creative writing also offers doctoral students at the University of Wisconsin–Madison the chance to incorporate creative writing as part of their course of studies in the form of a minor in creative writing.

ADMISSIONS

Application for admission to the minor consists of submitting to the MFA director, via Ron Kuka (rfkuka@wisc.edu), a writing sample and a one- to two-page, single-spaced personal statement justifying the minor's relevance to the student's current or future research and career plans.

Admission to individual workshops is not guaranteed for any student, but is based on evaluation of a writing sample that must be submitted to the instructor by November 1 for spring semester workshops and by April 1 for fall semester workshops. Writing samples should consist of either 10 pages of single-spaced poems, with each new poem beginning on a new page, or up to 30 double-spaced pages of fiction. Admission to the Internal Minor is determined by a committee composed of Creative Writing Program faculty. Admission is based on the quality of the writing sample, performance in the prerequisite workshop, and the personal statement. Ph.D. students admitted into the Internal Minor in Creative Writing are guaranteed admission to either an advanced undergraduate or graduate-level workshops, though admission to all graduate workshops is at the discretion of the instructor. Graduate students enrolled or interested in the Creative Writing Minor are encouraged to consult a member of the Creative Writing Program faculty prior to applying to the Minor and prior to choosing a workshop.

Please note that creative writing classes often appear to be closed even when there is room for additional students. This is done when all or some of the students in a workshop are admitted on the basis of writing samples, and is especially true of graduate-level workshops. If you are interested in a class that appears to be closed, please contact Ron Kuka (rfkuka@wisc.edu) to determine the actual enrollment status.

REQUIREMENTS

Students must complete 9 credits of graduate or advanced undergraduate workshops and 3 credits of an elective that is relevant to the student's work in creative writing (12 credits total).

For Ph.D. students in the Department of English whose major field of study is in the program of Literary Studies, Composition & Rhetoric, or English Language & Linguistics, the elective must be selected in consultation with the department's director of graduate studies (dgs@english.wisc.edu).

For Ph.D. students from other departments/programs, the elective must be selected in consultation with the student's academic advisor. Ph.D. students wishing to apply for an Internal or External Minor must have already completed or be currently enrolled in an advanced-level undergraduate or graduate creative writing workshop (the "prerequisite workshop").

PEOPLE

Faculty: Professors Amy Quan Barry, Amaud Jamaul Johnson, Beth Nguyen, and Porter Shreve

Staff: Faculty Associates Sean Bishop and Ron Kuka, Mendota Lecturers Leila Chatti and Dantiel W. Moniz

CREATIVE WRITING, MFA

The program in creative writing offers a two-year master of fine arts degree in creative writing in the areas of fiction and poetry. The MFA program is a small program within a large and vibrant writing community. The program typically admits six new students each year.

The MFA program is the only program of its kind to have an "alternating genre" admissions policy. The program admits fiction writers in even-numbered years and poets in odd-numbered years. This alternating admissions schedule allows the program to provide a 2-to-1 student/teacher ratio and lets fiction instructors focus entirely on one group of fiction writers, and poetry instructors on one group of poets for the two-year instructional period.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>

Examinations (p. 743)
English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT)
n/a

Letters of Recommendation Required
3

Details about the admissions process can be found here (https://creativewriting.wisc.edu/gradapply.html).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Prospective students should see the program website (https://creativewriting.wisc.edu/teachingaid.html#financialaid) for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>42 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>27 credits out of 42 total credits must be completed at the Graduate Level Coursework level; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>To be considered a student in good standing in the MFA program in creative writing, a student must maintain a cumulative GPA of at least 3.0 and receive no grade lower than an AB in any creative writing course. If a student does not meet this requirement, or if a student receives an F in any course, the student could no longer be considered to be in good standing. Consequently, a student who is not in good standing could have their TAship or other financial aid support revoked, and could be asked to leave the program.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>MFA candidates must submit a publishable written thesis in the genre in which they were admitted (fiction or poetry).</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 781</td>
<td>Graduate Fiction Workshop (Fiction Genre)</td>
<td>9</td>
</tr>
<tr>
<td>ENGL 782</td>
<td>Graduate Poetry Workshop (Poetry Genre)</td>
<td>9</td>
</tr>
<tr>
<td>ENGL 783</td>
<td>Creative Writing Pedagogy Seminar (Both Fiction and Poetry Genres)</td>
<td>3</td>
</tr>
<tr>
<td>Thesis</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>ENGL 785</td>
<td>MFA Thesis</td>
<td>15</td>
</tr>
<tr>
<td>Electives</td>
<td>2</td>
<td>15</td>
</tr>
<tr>
<td>Total Credits</td>
<td>42</td>
<td></td>
</tr>
</tbody>
</table>

1 Students take 3 credits in each of the first, second and third semesters, then 6 thesis credits in the fourth semester. These are...
2 15 credits of electives drawn from appropriate courses across the curriculum. While students are expected to focus on and produce book-length theses by the end of their two years here, they are also encouraged to pursue other intellectual interests via these electives. In the past, MFA students have fulfilled their elective requirements by enrolling in literature courses, studying foreign languages, pursuing other artistic interests such as dance, book-making, and classical guitar, augmenting research for historical novels by taking appropriate history classes. MFA students may also hone their writing skills in other genres by taking intermediate and advanced undergraduate workshops and graduate level workshops in genres outside the one for which they were admitted, as electives with the permission of the instructor. Students may also take up to 6 elective credits in the form of additional thesis hours in the second and third semesters.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 12 credits of graduate coursework from other institutions. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 10 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The MFA advisor (sometimes referred to as the MFA program director) will review student academic performance and conduct in all coursework to determine that students are making satisfactory progress toward the degree. If at any time the MFA advisor determines that a student’s academic performance and/or conduct has not been satisfactory, the MFA advisor, with the input and concurrence of the voting members of the Creative Writing Steering Committee, may place the student on probation or may dismiss the student from the program. The period of probation will be one semester in duration. Prior to the end of the probationary period the MFA advisor will review the student’s performance and conduct and decide, with the input and concurrence of the voting members of the Creative Writing Steering Committee, to reinstate or dismiss the student.

ADVISOR / COMMITTEE

The current MFA advisor (sometimes referred to as the MFA program director) advises all MFA students.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

It is expected that the MFA thesis be completed in May of the second year in the program.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students who seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.
OTHER
Each student receives financial aid in the form of teaching assistantships, scholarships, tuition remission, and health benefits. Students may also receive prizes or fellowships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Develop the creative and technical skills necessary to conceive, execute, and revise original literary work in a student’s chosen genre (fiction or poetry).
2. Demonstrate sensitivity to language and style on both the artistic and technical levels.
3. Develop the critical, analytical, and editing skills necessary to evaluate literary works in progress, both in the student’s own work-in-progress, and in that of the student’s peers.
4. Develop the ability to read literary works not only for their social, historical, intellectual, formal, and interpretive value, but for their capacity to inspire and generate new work, and to see in a finished work the process of its being made.
5. Develop through study and practice the pedagogical skills necessary to teach creative writing courses to undergraduate students.
6. Demonstrate understanding of professional and pedagogical practices and opportunities within and related to the field of creative writing.
7. Recognize and apply principles of ethical conduct with respect to one’s work.
8. Engage with local communities of creative writers.

PEOPLE

Faculty: Professors Castronovo (chair), Auerbach, Barry, Bearden, Begam, Bernard-Donals, Bow, Britland, Dharwadker, Foyes, Friedman, Guyer, Hill, Johnson, Keller, Kercheval, Olaniyan, Ortiz-Robles, Purnell, Raomy, Sherrard-Johnson, Wanner, M. Young, R. Young, Zimmerman; Associate Professors Allewaert, Cooper, Fawaz, Olson, Samuels, Trotter, Vareschi, Yu, Zweck; Assistant Professors Amine, Calhoun, Cho, Druschke, Edoro, Fecu, Huang

ENGLISH, DOCTORAL MINOR

REQUIREMENTS
Doctoral candidates from other programs who wish to pursue a minor in English must secure advance approval of their proposed course of study from the director of graduate studies in English. A minor in English consists of 12 credits of graduate work with no grade lower than B. The department offers a minor in English linguistics, a minor in English linguistics and second language acquisition, and a minor in creative writing.

ENGLISH LINGUISTICS, DOCTORAL MINOR

REQUIREMENTS
Ph.D. students in other departments may elect an external minor in English Linguistics. The requirement for the English Linguistics minor is a plan of 12 credits in courses to be selected in consultation with an English Language and Linguistics (ELL) faculty member and the ELL Graduate Advisor.

Students pursuing the minor are encouraged to take ENGL 713 Topics in Contemporary English Linguistics (a graduate research and professionalism course). Any course in English Language and Linguistics may be included in the minor course plan with written approval by the ELL Graduate Advisor. To learn more about the courses, to obtain approval for a plan of courses, and seek permission to register in specific courses, contact the Graduate Advisor in English Language and Linguistics.

The minor in English Linguistics is available to English Ph.D. students focusing on Composition and Rhetoric or Literary Studies, but not English Language and Linguistics.

ENGLISH, M.A.

The Department of English offers a Ph.D. in English (with specializations in composition and rhetoric, English language and linguistics, or literary studies); an MFA in creative writing; and a terminal M.A. in English with a specialization in applied English linguistics. Students enrolled in the literary studies Ph.D. specialization become eligible for an M.A. English degree in the literary studies area when they successfully complete the first-stage doctoral requirements. The literary studies specialization does not offer an M.A. apart from the doctoral program. Students enrolled in the composition and rhetoric track in English must have a master's degree in hand prior to matriculation in the doctoral program.

The M.A. program with a specialization in applied English linguistics provides broad training in applied English linguistics and second language acquisition (SLA). Students who graduate from this program will be well prepared to teach English as a second language, and those who do exceptionally well may apply for admission to the doctoral program in the English language and linguistics area.

Regarding catalog course listings: graduate seminars in English reflect the faculty’s current areas of research and therefore change importantly from year to year. Please consult the department website for more detailed information.
ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

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The department requires an applicant to have a bachelor’s or master’s degree from an accredited institution. Applicants for the M.A. and Ph.D. degrees typically demonstrate competence in the fields of English literature or language, American studies, or linguistics, but the department also welcomes applications from superior students who have not had the equivalent of an English major. Such students may be asked to supplement the normal program of study by completing a small number of coverage courses. Applicants for the MFA degree are expected to demonstrate competence and promise in the genre in which they are applying. MFA students are not necessarily expected to be knowledgeable in the same areas specified for M.A. and Ph.D. applicants. Applicants for the Ph.D. specialization in composition & rhetoric may have bachelors and masters from a variety of fields beyond English but must complete a master’s degree or equivalent before beginning the doctoral program. International students whose native language is not English are required to take the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS).

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PROGRAM RESOURCES

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REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

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MAJOR REQUIREMENTS

MODE OF INSTRUCTION

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<tr>
<td>Minimum Credit Requirement</td>
<td>M.A.–applied English linguistics track: 33 credits</td>
</tr>
<tr>
<td>M.A.–literary studies track: 30 credits</td>
<td></td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>M.A.–applied English linguistics track: 16 credits</td>
</tr>
<tr>
<td>M.A.–literary studies track: 18 credits</td>
<td></td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>M.A.–applied English linguistics track: All required courses in the MA track in applied English linguistics must be taken for graduate credit when available. At least 21 credits out of the required 33 taken in graduate level work.</td>
</tr>
<tr>
<td>M.A.–literary studies track: All coursework for this degree (30 credits) must be taken in graduate-level coursework.</td>
<td></td>
</tr>
</tbody>
</table>

Courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).
Overall Graduate GPA Requirement
3.00 GPA required.

Other Grade Requirements
The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments
Contact the program for information on required assessments and examinations.

Examinations
Language
Contact the program for information on any language Requirements requirements.

REQUIRED COURSES
All coursework for this degree (30 credits) must be completed in English courses numbered 700 or above (with the exception of ENGL/MEDIEVAL 520 Old English and ENGL/MEDIEVAL 521 Advanced Old English Literature).

Applied English Linguistics (Terminal MA) track:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENGL 314</td>
<td>Structure of English</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 315</td>
<td>English Phonology</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 514</td>
<td>English Syntax</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 516</td>
<td>English Grammar in Use</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>21</td>
<td></td>
</tr>
<tr>
<td>ENGL 316</td>
<td>English Language Variation in the U.S.</td>
<td></td>
</tr>
<tr>
<td>ENGL 318</td>
<td>Second Language Acquisition</td>
<td></td>
</tr>
<tr>
<td>ENGL 413</td>
<td>English Words: Grammar, Culture, Mind</td>
<td></td>
</tr>
<tr>
<td>ENGL 414</td>
<td>Global Spread of English</td>
<td></td>
</tr>
<tr>
<td>ENGL 415</td>
<td>Introduction to TESOL Methods</td>
<td></td>
</tr>
<tr>
<td>ENGL 416</td>
<td>English in Society</td>
<td></td>
</tr>
<tr>
<td>ENGL 417</td>
<td>History of the English Language</td>
<td></td>
</tr>
<tr>
<td>ENGL 420</td>
<td>Topics in English Language and Linguistics</td>
<td></td>
</tr>
<tr>
<td>ENGL/MEDIEVAL 520</td>
<td>Old English</td>
<td></td>
</tr>
<tr>
<td>ENGL 708</td>
<td>Advanced English Syntax</td>
<td></td>
</tr>
<tr>
<td>ENGL 709</td>
<td>Advanced English Phonology</td>
<td></td>
</tr>
<tr>
<td>ENGL/SOC 710</td>
<td>Interaction Analysis: Talk as Social Organization</td>
<td></td>
</tr>
<tr>
<td>ENGL 711</td>
<td>Research Methods in Applied Linguistics</td>
<td></td>
</tr>
<tr>
<td>ENGL 713</td>
<td>Topics in Contemporary English Linguistics</td>
<td></td>
</tr>
<tr>
<td>ENGL 715</td>
<td>Advanced Second Language Acquisition</td>
<td></td>
</tr>
<tr>
<td>ENGL 905</td>
<td>Seminar-Topics in Applied English Linguistics</td>
<td></td>
</tr>
<tr>
<td>ENGL 906</td>
<td>Seminar-The English Language</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits 33

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2 Of the 21 elective credits, at least six credits must be in 700 level courses and at least three credits in 900 level courses.

Literary Studies Track
Students interested in the M.A. track should refer to the Ph.D. (p. 734) for more information on requirements.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
M.A.–applied English linguistics track: With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

M.A.–literary studies track: With program approval, students are allowed to count no more than 9 (typically 3 to 6) credits of graduate coursework from other institutions. coursework earned five or more years prior to admission to a master’s is not allowed to satisfy requirements.

UW–Madison Undergraduate
M.A.–applied English linguistics track: With program approval, students are allowed to count no more than 6 credits of relevant coursework from UW–Madison undergraduate coursework. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

M.A.–literary studies track: No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result
in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

12 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

Graduate programs in English are full-time programs. Students are expected to enroll full-time until required coursework is completed. Funding available for students pursuing the M.F.A. and Ph.D. degrees.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study demonstrating breadth as well as depth.
3. Conducts research according to recognized standards in the field and crafts persuasive and original arguments that make a substantive contribution to the field.
4. Communicates complex ideas in a clear and understandable manner that advances and articulates the value of contributions of the field of study to society.
5. Demonstrates knowledge and practice of pedagogy consistent with discipline and with field of study.
6. Fosters ethical and professional conduct.

**PEOPLE**

**Faculty:** Professors Castronovo (chair), Auerbach, Barry, Bearden, Begam, Bernard-Donals, Bow, Britland, Dharwadker, Foys, Friedman, Guyer, Hill, Johnson, Keller, Kercheval, Olaniyan, Ortiz-Robles, Purnell, Rainy, Sherrard-Johnson, Wanner, M. Young, R. Young, Zimmerman; Associate Professors Allawaert, Cooper, Fawaz, Olson, Samuels, Trotter, Vareschi, Yu, Zweck; Assistant Professors Amine, Calhoun, Cho, Druschke, Edoro, Fecu, Huang

**ENGLISH, PH.D.**

The Department of English offers a Ph.D. in English (with specializations in composition and rhetoric, English language and linguistics, or literary studies); an MFA in creative writing; and a terminal M.A. in English with a specialization in applied English linguistics. Students enrolled in the literary studies Ph.D. specialization become eligible for an M.A. English degree in the literary studies area when they successfully complete the first-stage doctoral requirements. The literary studies specialization does not offer an M.A. apart from the doctoral program. Students enrolled in the composition and rhetoric track in English must have a master's degree in hand prior to matriculation in the doctoral program. An optional path to the literary studies and composition and rhetoric
doctoral programs is through the Afro-American Studies Bridge (https://english.wisc.edu/grad-afroam.htm).

The doctoral program in the literary studies area offers a rigorous course of study leading to the completion of a doctoral dissertation in any field of English, American, or Anglophone literature and culture, or in any field of literary theory and criticism. The program prepares students for active careers in research and teaching at the university, and combines a sharp focus on conceptual approaches to literary and cultural works with a commitment to broad coverage of the field of Anglophone literature. Graduate seminars taken during the first phases of the doctoral program serve to prepare students to develop research projects for the dissertation. As they progress toward the Ph.D., students are invited to consider interdisciplinary subspecialties: literary theory and criticism, visual studies, ecocriticism and environmentalism, transnational and global literature, material culture, print culture and book history, digital humanities, disability studies, gender studies, race and ethnic studies, feminist theory, LGBTQ literature and queer theory, postcolonial studies. The program provides opportunities for teaching writing and literature and for administrative experience.

The doctoral program in the composition and rhetoric area offers a vibrant intellectual community of scholar-teachers and supports research in a wide array of subfields, including literacy studies, composition theory & pedagogy, rhetorical studies, and writing centers/writing program administration. Faculty expertise in literacy, composition, and rhetoric includes emphases in migration, race and ethnicity, critical theory, historical and ethnographic methods, space and place, environmental rhetoric, science writing, visual rhetoric, and transnationalism. This multidisciplinary program with a low faculty-to-student ratio offers doctoral students close contact with faculty mentors throughout coursework and dissertation research. It also maintains close collaborations with campus programs in Communication Arts, Linguistics, and Curriculum and Instruction, among others. The program offers varied opportunities for professional development in teaching, research, and writing program administration, and is recognized for its commitment to training well-rounded professionals in the field of composition and rhetoric.

The English doctoral program in the English language and linguistics area is intended for students with a solid foundation at the master's level in the English language, applied linguistics, and related fields. Through a program of course work and seminars, doctoral students attain advanced knowledge in the core areas of English syntax and phonology and in the applied areas of second language acquisition, discourse analysis, and language variation and change. On reaching the dissertation stage, students pursue individual research in close cooperation with their faculty advisor. In recent years, students have written dissertations on code-switching, critical pedagogy, interactional competence, conversation analysis, syntactic problems in second language acquisition, classroom discourse, and psycholinguistics. Graduates of the program have taken faculty positions at universities throughout the country.

Regarding catalog course listings: graduate seminars in English reflect the faculty’s current areas of research and therefore change importantly from year to year. Please consult the department website for more detailed information.

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Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

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</tr>
<tr>
<td></td>
<td>Ph.D.—English language and linguistics track: 63 credits</td>
</tr>
<tr>
<td></td>
<td>Ph.D.—literary studies track: 51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>At least half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements

Doctoral Minor

All doctoral students are required to complete a minor.

Doctoral Minor

Research Methods/Tools

Students take two courses in consultation with their advisor.

REQUIRED COURSES

Composition and Rhetoric Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 700</td>
<td>Composition-Rhetoric Major</td>
</tr>
<tr>
<td>ENGL 702</td>
<td>Students take six courses in consultation with their advisor.</td>
</tr>
<tr>
<td>ENGL 730</td>
<td>Doctoral Minor</td>
</tr>
<tr>
<td>ENGL 799</td>
<td>Students complete four courses toward a doctoral minor.</td>
</tr>
</tbody>
</table>

Research Methods/Tools

Students take two courses in consultation with their advisor.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

The following Composition-Rhetoric courses are offered on a regular basis: ENGL 700 (every Fall), ENGL 702 and ENGL 703 (in alternating years), and ENGL 799 for specialized coursework.

English Language and Linguistics Track

In order to be granted candidacy, students must complete a minimum of seven (7) graduate courses or seminars beyond coursework taken for the M.A. (p. 730) and approved by the English Language and Linguistics Ph.D. advisor. At least four of these courses/seminars must be taken in the English Department (http://guide.wisc.edu/courses/engl/).

For the doctoral minor, usually four courses (12 credits) are to be chosen by the student and the minor advisor in consultation with the student’s advisor. Although superior work in these courses is usually deemed sufficient to satisfy the requirement, formal examination in the minor remains at the discretion of the minor department.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Literary Studies Track

For the M.A. degree en route to the Ph.D. degree, students take a total of ten courses (for a total of 30 credits) in the Department of English

1
and demonstrate competence in one foreign language. To ensure breadth of knowledge, the course requirements call for intensive study in different chronological and geographical areas. There is room too for electives within this stage of the program. These requirements must be completed before the beginning of the fifth semester. When the first stage requirements are completed, provided the student meets the program standards for satisfactory progress, he or she will be entitled to move into the second stage of the program.

Once this broad foundation has been built, the second, more focused stage allows students to work in an area or areas of specialization, and to begin to create an ongoing research agenda. During the three semesters typically devoted to this stage, students choose three English (Literary Studies) courses beyond those taken already. In addition, using the 10-12 credits of minor courses that the Literary Studies Ph.D. track requires, students deepen their knowledge and diversify their skills by cross-disciplinary work. Successful completion of this coursework, demonstration of competence in either one foreign language at the advanced proficiency level (equivalent to fifth and sixth semester language study) or two languages at the adequate proficiency level (equivalent to third and fourth semesters of language study) is also required.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### POLICIES

#### GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

#### MAJOR-SPECIFIC POLICIES

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**
Ph.D.–composition and rhetoric track, and English language and linguistics track: With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. coursework earned five or more years prior to admission to a master’s degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

Ph.D.–literary studies track: With program approval, students are allowed to count no more than 9 (typically 3 to 6) credits of graduate coursework from other institutions. coursework earned five or more years prior to admission to a master’s degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison Special student. coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

#### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

#### CREDITS PER TERM ALLOWED

12 credits

#### TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

#### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Graduate programs in English are full-time programs. Students are expected to enroll full-time until required coursework is completed. Funding available for students pursuing the M.F.A. and Ph.D. degrees.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study demonstrating breadth as well as depth.
3. Conducts research according to recognized standards in the field and crafts persuasive and original arguments that make a substantive contribution to the field.
4. Communicates complex ideas in a clear and understandable manner that advances and articulates the value of contributions of the field of study to society.
5. Demonstrates knowledge and practice of pedagogy consistent with discipline and with field of study.
6. Fosters ethical and professional conduct.

PEOPLE

Faculty: Professors Castronovo (chair), Auerbach, Barry, Bearden, Begam, Bernard-Donals, Bow, Britland, Dharwadker, Foys, Friedman, Guyer, Hill, Johnson, Keller, Kercheval, Olaniyi, Ortiz-Robles, Purnell, Rainy, Sherrard-Johnson, Wanner, M. Young, R. Young, Zimmerman; Associate Professors Allewaert, Cooper, Fawaz, Olson, Samuels, Trotter, Vareschi, Yu, Zweck; Assistant Professors Amine, Calhoun, Cho, Druschke, Edoro, Fecu, Huang

INTERDISCIPLINARY THEATRE STUDIES, DOCTORAL MINOR

The Doctoral Minor in Interdisciplinary Theatre Studies (ITS) offers doctoral students in other UW–Madison departments and programs the opportunity to gain advanced knowledge of theatre and performance history, theory and criticism as a complement to their core field of study. It will be of particular interest to students studying dramatic literature in English or foreign language departments; fine arts and communication arts students engaged in performance research, history, pedagogy or practice; and students in folklore, gender and women's studies or other programs engaged in research about performativity, ritual or the performance of everyday life.

ADMISSIONS

Ph.D. students in other departments or programs may choose to complete a Minor in Interdisciplinary Theatre Studies (ITS). Students interested in this minor need to meet with the ITS Program Director, who will advise them of and approve courses appropriate to their specific interests.

REQUIREMENTS

Students must complete 12 credits (4 courses) in the program at the 300 level or higher. At least three of the courses must be at the 500 level or higher. A maximum of 3 credits (1 course) of independent study are allowed. In courses with different assignments for graduate students than undergraduate students, applicants for the Minor must complete the graduate student assignments in the course. Students must earn a grade point average of at least 3.0 in all Minor courses. Under unusual circumstances it may be possible for theatre or performance studies courses completed at another institution within the prior five years to count toward the minor in ITS. Such transfer credits must be approved by the ITS Program Director based on the syllabus, transcript, and final paper from the course.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 850</td>
<td>Proseminar in Theatre Research</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 859</td>
<td>Seminar-Interdisciplinary Theatre Studies</td>
<td>3</td>
</tr>
<tr>
<td>ENGL/THEATRE 731</td>
<td>Advanced Theatre History 500 BC to 1700</td>
<td>3</td>
</tr>
<tr>
<td>ENGL/THEATRE 732</td>
<td>Advanced Theatre History 1700 to Present</td>
<td>3</td>
</tr>
<tr>
<td>ENGL/THEATRE 578</td>
<td>Modern American Drama and Theatre</td>
<td>3</td>
</tr>
<tr>
<td>ENGL/THEATRE 577</td>
<td>Postcolonial Theatre: Drama, Theory and Performance in the Global South</td>
<td>3</td>
</tr>
<tr>
<td>ENGL/THEATRE 576</td>
<td>Survey: Theories of Drama</td>
<td>3</td>
</tr>
<tr>
<td>ENGL/THEATRE 575</td>
<td>British Drama, 1914 to Present</td>
<td>3</td>
</tr>
<tr>
<td>THEATRE 522</td>
<td>Experimental Drama: The Theatre of Europe 1850-the Present</td>
<td>3</td>
</tr>
</tbody>
</table>

1. Students choose from the following courses:

Students should contact the ITS Program Director based on the syllabus, transcript, and final paper from the course.
Interdisciplinary Theatre Studies is made up of a transdisciplinary faculty with tenure homes across the university. When a faculty member in ITS teaches a course relevant to the program, the Director (under advisement of the ITS steering committee) will designate said course as eligible for inclusion in a student’s doctoral minor, and advertise the fact to all students in the minor.

**PEOPLE**

**Faculty:**

- Aparna Dharwadker, Professor, English; ITS
- Christine Garlough, Professor, Gender and Women’s Studies
- Paola S. Hernández, Professor, Spanish and Portuguese; ITS
- Michael Peterson (Program Director), Professor, Art; ITS
- Mary Trotter, Associate Professor, English; ITS
- Mike Vanden Heuvel, Professor, Classics and Near Eastern Studies (CANES); Integrated Liberal Studies; ITS
- Manon van de Water, Professor, German, Nordic and Slavic (chair); ITS

**Affiliate Faculty:**

- Sandra Adell, Afro-American Studies
- Karen Britland, English
- Margaret Butler, Music
- Joshua Calhoun, English
- Jill H. Casid, Art History
- Laurie Beth Clark, Art
- Susan Cook, Music
- David Furumoto, Theatre and Drama
- Sabine Gross, German
- Erica Halverson, Curriculum and Instruction
- Maksim Hanukai, German, Nordic, and Slavic
- Andrea Harris, Dance
- Laura McClure, Classics
- James McMasters, Gender and Women’s Studies; Asian American Studies
- Fredric Neyrat, Comparative Literature & Folklore Studies
- Teju Olaniyan, English; African Languages and Literature
- Jen Plants, English
- Patrick Sims, Theatre and Drama
- Mark Vareschi, English
- Natalie Zervou, Dance

**INTERDISCIPLINARY THEATRE STUDIES, M.A.**

Interdisciplinary Theatre Studies (ITS) is a cross-campus coalition of faculty who research and teach in drama, theatre, and performance studies. Together, we offer a truly interdisciplinary program of study for the M.A., Ph.D., and doctoral minor. ITS consists of more than two dozen faculty from more than a dozen departments and programs. ITS students ground their studies in theatre history, dramatic literature, and performance theory, and go on to develop innovative research that demonstrates the intellectual capaciousness that is a hallmark of theatre and performance studies as a field.

The Interdisciplinary Theatre Studies program prepares M.A. students to pursue innovative, interdisciplinary research in theatre studies, and to conduct inquiry through scholarly research, practice as research, and meaningful teaching experiences. The M.A. can serve as a preparatory degree for the Ph.D., or as a terminal degree for students seeking greater exposure to theatre, drama, and performance studies beyond the undergraduate degree.

The program’s core and affiliate faculty are leaders in theatre and performance studies, whose scholarship, practice, and leadership in the profession are recognized nationally and abroad. The core faculty’s strengths include global dramatic literatures, theatre history and historiography, theatre and cultural theory, the theory and practice of theatre for youth, and relational performance. Our affiliate faculty expand the coursework and advising available to students, incorporating related fields of visual cultures, anthropology, art and art history, literary and theatre studies across English and non-English-speaking traditions, music, new media and digital design, gender and women’s studies, and other disciplines.

The program attracts students from across the United States as well as internationally. It creates opportunities for students to engage in teaching and practice as part of their research. It also encourages students to participate in national and international professional meetings, working groups, and colloquia; and to share their art and research through practice and publication in their field.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) **of the Graduate School as well as the program(s).**
Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 5</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate</td>
<td>Required.</td>
</tr>
<tr>
<td>Record Examinations)</td>
<td></td>
</tr>
<tr>
<td>English Proficiency</td>
<td>Every applicant whose native language is not English or whose</td>
</tr>
<tr>
<td>Test</td>
<td>undergraduate instruction was not in English must provide an English</td>
</tr>
<tr>
<td></td>
<td>proficiency test score and meet the Graduate School minimum</td>
</tr>
<tr>
<td></td>
<td>requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-">https://grad.wisc.edu/apply/requirements/#english-</a></td>
</tr>
<tr>
<td></td>
<td>proficiency).</td>
</tr>
<tr>
<td>Other Test(s) (e.g.,</td>
<td>n/a</td>
</tr>
<tr>
<td>GMAT, MCAT)</td>
<td></td>
</tr>
<tr>
<td>Letters of</td>
<td>3</td>
</tr>
<tr>
<td>Recommendation</td>
<td>Required</td>
</tr>
</tbody>
</table>

Applicants to the M.A. degree program in Interdisciplinary Theatre Studies need to include in their application a thoughtful statement about their interests in theatre research and the areas in which they might like to study, as well as a sample of their writing in the form of an advanced research paper. Applications are judged on the basis of the prospective student's previous academic record, Graduate Record Exam (GRE) scores, references, personal statement, and writing sample.

Fall semester admission: Applications must be received by January 5 to guarantee consideration for financial aid.

Spring semester admission: The program does not accept applications for study beginning in spring semester.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Financial support available to students in the program includes fellowships, teaching assistantships, and project assistantships. Please contact the program director or graduate coordinator for more information about financial support.

## REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

### MAJOR REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
</tr>
<tr>
<td>Credit</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum</td>
<td>16 credits</td>
</tr>
<tr>
<td>Residence</td>
<td></td>
</tr>
<tr>
<td>Credit</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must</td>
</tr>
<tr>
<td>Graduate</td>
<td>be completed graduate-level coursework; courses with the Graduate</td>
</tr>
<tr>
<td>Coursework</td>
<td>Level Coursework attribute are identified and searchable in the</td>
</tr>
<tr>
<td>Requirement</td>
<td>university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a></td>
</tr>
<tr>
<td></td>
<td>)/).</td>
</tr>
<tr>
<td>Overall</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Graduate GPA</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Other Grade</td>
<td>Candidates may not file more than one grade of Incomplete per semester.</td>
</tr>
<tr>
<td>Requirements</td>
<td></td>
</tr>
<tr>
<td>Assessments</td>
<td>A thesis is required; this thesis should be the product of the</td>
</tr>
<tr>
<td>Examinations</td>
<td>candidate’s independent research.</td>
</tr>
<tr>
<td></td>
<td>A one-hour examination on the thesis presentation is required.</td>
</tr>
</tbody>
</table>
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  * Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
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Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Most ITS students are funded through teaching assistantships in the following courses: Introduction to Theatre and Dramatic Literature and Theatre in Education. Both courses provide opportunities for students to develop their own teaching styles and skills. Students also receive funding through fellowships and project assistantships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
ITS student life includes an active program of colloquia and speakers, annual short play festivals, and a yearly conference organized by ITS graduate students.

LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in theatre, drama and performance.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the study of theatre, drama and performance.
3. Demonstrates understanding of theatre, drama and performance in historical, social, and global contexts.
4. Selects and/or utilizes the most appropriate methodologies and practices. Evaluates or synthesizes information pertaining to questions or challenges in the fields of drama, theatre and performance.
5. Communicates clearly in projects that include collaborative theatre practice, writing seminar-level research papers, and a master’s thesis.
6. Recognizes and applies principles of ethical and professional conduct.

**PEOPLE**

**Faculty:**

Aparna Dharwadker, Professor, English; ITS
Christine Garlough, Professor, Gender and Women's Studies
Paola S. Hernández, Professor, Spanish and Portuguese; ITS
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Susan Cook, Music
David Furumoto, Theatre and Drama
Sabine Gross, German
Erica Halverson, Curriculum and Instruction
Maksim Hanukai, German, Nordic, and Slavic
Andrea Harris, Dance
Laura McClure, Classics

James McMasters, Gender and Women's Studies; Asian American Studies
Fredric Neyrat, Comparative Literature & Folklore Studies
Teju Olaniran, English; African Languages and Literature

Jen Plants, English
Patrick Sims, Theatre and Drama
Mark Vareschi, English
Natalie Zervou, Dance

**INTERDISCIPLINARY THEATRE STUDIES, PH.D.**

Interdisciplinary Theatre Studies (ITS) is a cross-campus coalition of faculty who research and teach in drama, theatre, and performance studies. Together, we offer a truly interdisciplinary program of study for the M.A., Ph.D., and doctoral minor. ITS consists of more than two dozen faculty from more than a dozen departments and programs. ITS students ground their studies in theatre history, dramatic literature, and performance theory, and go on to develop innovative research that demonstrates the intellectual capaciousness that is a hallmark of theatre and performance studies as a field.

The Interdisciplinary Theatre Studies Program prepares Ph.D. students to pursue innovative, interdisciplinary research in theatre studies, and to conduct inquiry through scholarly research, practice as research, and meaningful teaching experiences. Through rigorous coursework enhanced by the study of, and participation in, various forms of theatre and performance practice, the Ph.D. program prepares graduates for positions as college and university researchers and instructors, as well as public intellectuals and scholar/practitioners. Students with a background in theatre by, with, and for children and youth may apply to specialize in theatre for youth.

The program's core and affiliate faculty are leaders in theatre and performance studies, whose scholarship, practice, and leadership in the profession are recognized nationally and abroad. The core faculty's strengths include global dramatic literatures, theatre history and historiography, theatre and cultural theory, the theory and practice of theatre for youth, and relational performance. Our affiliate faculty expand the coursework and advising available to students, incorporating related fields of visual cultures, anthropology, art and art history, literary and theatre studies across English and non-English-speaking traditions, music, new media and digital design, gender and women's studies, and other disciplines.

The program attracts students from across the United States as well as internationally. It creates opportunities for students to engage in teaching and practice as part of their research. It also encourages students to participate in national and international professional meetings, working groups, and colloquia; and to share their art and research through practice and publication in their field.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).
Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 5</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Applicants to the Ph.D. degree programs in Interdisciplinary Theatre Studies need to include in their application a thoughtful statement about their interests in theatre research and the areas in which they might like to study, as well as a sample of their writing in the form of an advanced research paper. Applications are judged on the basis of the prospective student’s previous academic record, Graduate Record Exam (GRE) scores, references, personal statement, and writing sample.

Fall semester admission: Applications must be received by **January 5** to guarantee consideration for financial aid.

Spring semester admission: The program does not accept applications for study beginning in spring semester.

### FUNDING

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Financial support available to students in the program includes fellowships, teaching assistantships, and project assistantships. Please contact the program director or graduate coordinator for more information about financial support.

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### MAJOR REQUIREMENTS

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs typically meet during weekdays on the UW-Madison Campus. Courses combine face-to-face and online learning formats. Contact the program for more specific information.
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#### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>69 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>At least 50% of credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall GPA Requirement</td>
<td>3.25 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>No other specific grade requirements.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>A preliminary portfolio examination in the areas of literature, history, and theory is required after course work is completed. This examination must be passed before being admitted into Ph.D. candidacy. A dissertation proposal must be submitted and defended after the completion of the preliminary examination.</td>
</tr>
<tr>
<td>Language</td>
<td>Attain research competency in one language approved by Requirements their program advisor.</td>
</tr>
</tbody>
</table>
REQUIRED COURSES
Students choose courses in consultation with their advisor; seven courses in theatre/performance history, theory, criticism and literature; three courses in theatre/performance practice; eight courses in an area of specialization; and, among these courses, three seminars.

One course, ENGL 850 Proseminar in Theatre Research, is required in the fall semester of the first year of study.

GRADE POINT AVERAGE
Graduate students must maintain a minimum GPA of 3.00 in coursework that counts toward the degree. Students failing courses may petition for a program or departmental override. The student's advisor, at least two additional faculty members from Interdisciplinary Theatre Studies, and at least one member from another department. At least three committee members must serve as readers, responsible for reading the entire dissertation closely.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
The Prelim B exam (proposal defense) must be completed before the end of the second regular semester following the Prelim A exam.

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students may count no more than 18 credits of graduate coursework from other institutions.

UW–Madison Undergraduate
With program approval, students may count up to 7 credits numbered 300 or above.

UW–Madison University Special
With program approval, students may count up to 15 credits numbered 700 or above if difference in tuition is paid.

PROBATION
Students are reviewed annually by the program faculty and may be placed on probation if they are not making satisfactory progress on program requirements.

ADVISOR / COMMITTEE
The dissertation must be prepared under supervision of their program advisor.

The dissertation committee consists of four faculty members—the student's advisor, at least two additional faculty members from Interdisciplinary Theatre Studies, and at least one member from another department. At least three committee members must serve as readers, responsible for reading the entire dissertation closely.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Most ITS students are funded through teaching assistantships in the following courses: Introduction to Theatre and Dramatic Literature and Theatre in Education. Both courses provide opportunities for students to develop their own teaching styles and skills. Students also receive funding through fellowships and project assistantships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
PROGRAM RESOURCES

ITS student life includes an active program of colloquia and speakers, annual short play festivals, and a yearly conference organized by ITS graduate students.

LEARNING OUTCOMES

1. Demonstrate understanding of the theory, history, and practice of drama and theatre as collaborative cultural forms across historical periods.
2. Master the methods and materials of theatre and performance research and writing in order to produce original scholarly projects that range in complexity from term papers to dissertations.
3. Develop methods for theatre and performance practice and theory in order to test the reciprocal relations between research and practice through reflective participation in the production process.
4. Identify and distinguish among the diverse global locations of theatre and the intercultural contact among theatre traditions, especially as these multiply in the modern and contemporary periods.
5. Prepare for future careers combining theatre and performance scholarship, teaching, and/or practice.
6. Demonstrate professionalization in the discipline of theatre through participation in conferences and submission of work to scholarly journals.

PEOPLE

Faculty:

Aparna Dharwadker, Professor, English; ITS
Christine Garlough, Professor, Gender and Women's Studies
Paola S. Hernández, Professor, Spanish and Portuguese; ITS
Michael Peterson (Program Director), Professor, Art; ITS
Mary Trotter, Associate Professor, English; ITS
Mike Vanden Heuvel, Professor, Classics and Near Eastern Studies (CANES); Integrated Liberal Studies; ITS
Manon van de Water, Professor, German, Nordic, and Slavic (chair); ITS

Affiliate Faculty:

Sandra Adell, Afro-American Studies
Karen Britland, English
Margaret Butler, Music
Joshua Calhoun, English
Jill H. Casid, Art History
Laurie Beth Clark, Art
Susan Cook, Music
David Furumoto, Theatre and Drama

Sabine Gross, German
Erica Halverson, Curriculum and Instruction
Maksim Hanukai, German, Nordic, and Slavic
Andrea Harris, Dance
Lauren McClure, Classics
James McMasters, Gender and Women's Studies; Asian American Studies
Fredric Neyrat, Comparative Literature & Folklore Studies
Teju Olaniyan, English; African Languages and Literature
Jen Plants, English
Patrick Sims, Theatre and Drama
Mark Vareschi, English
Natalie Zervou, Dance

TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES, GRADUATE/PROFESSIONAL CERTIFICATE

English is now the international language of the world, indispensable for those working in business and the professions, science and technology, and virtually all fields of education. The demand for learning English continues to be high in almost every region of the world; in addition, there continues to be a large number of immigrants in the United States who require instruction in English as a second language. The need for qualified teachers of English to speakers of other languages, both for adults and for school-age children, remains urgent. Since 1968, the Department of English, through its Programs in English Linguistics, has offered a certificate in TESOL designed to provide academic and pedagogical preparation for prospective ESL/EFL teachers.

A Certificate in TESOL (Teaching English to Speakers of Other Languages) is offered as a graduate version and undergraduate version (including University Special students who have completed an undergraduate degree) for those who wish to teach English as a foreign or second language, normally in positions abroad.

ADMISSIONS

Admission Requirements


- Student Status. Enrollment in any one of the required certificate courses along with enrollment in a graduate degree program at UW-Madison.
- Foreign Language. Satisfactorily complete at least four college-level terms (or the equivalent, such as four years in high school) of a
modern foreign language, including its spoken form. For nonnative English speakers, English is considered the foreign language.

- Demonstrate English proficiency of spoken and written English commensurate with the role of language model. Nonnative English speakers must have a score of at least:
  - 50 on the SPEAK test (https://esl.wisc.edu/ita-training/speak/) or
  - 26 on the iBT speaking section, with an overall score of 100 on the iBT or
  - 600 on the paper version of TOEFL or
  - 7 on IELTS (https://esl.wisc.edu/ielts-toefl/).

For further information please contact one of following:
Professor Eric Raimy, TESOL Program Advisor, raimy@wisc.edu
Ms. Sandra Arfa, ESL Program Director, arfa@wisc.edu
Ms. Janet Niewold, TESOL Program Coordinator, jkniewold@wisc.edu
(http://jkniewold@wisc.edu/)

REQUIREMENTS

CERTIFICATE REQUIREMENTS

- 9 credits of required graduate-level courses listed below along with all prerequisites and language requirements.
- A grade point average of 3.0 in all required courses except English 613–618, which are graded as Credit/No Credit.
- Teaching practice. This requirement is normally fulfilled by completion of ENGL 515.
- All requirements for the certificate in TESOL must be satisfied within three successive academic years.
- Nonnative English speakers must take the SPEAK test (https://esl.wisc.edu/ita-training/speak/) and receive a score of 50 or higher (or take a comparable test as mentioned in “admissions requirements” above).

PREREQUISITE COURSES (CAN BE TAKEN AT ANY TIME)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 314</td>
<td>Structure of English</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 315</td>
<td>English Phonology</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 318</td>
<td>Second Language Acquisition</td>
<td>3</td>
</tr>
</tbody>
</table>

Select one of the following:

| ENGL 316 | English Language Variation in the U.S.             | 3       |
| ENGL 414 | Global Spread of English                           |         |
| ENGL 416 | English in Society                                 |         |

Total Credits 12

REQUIRED TESOL GRADUATE CERTIFICATE COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 415</td>
<td>Introduction to TESOL Methods</td>
<td>3</td>
</tr>
</tbody>
</table>

Courses on Second Language Teaching

| ENGL 515 | Techniques and Materials for TESOL                  | 3       |

ENTOMOLOGY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Entomology, Doctoral Minor (p. 744)
- Entomology, M.S. (p. 745)
- Entomology, Ph.D. (p. 749)

PEOPLE

FACULTY

Crall, James
Gratton, Claudio
Groves, Russell (chair)
Guedot, Christelle
Lindroth, Richard
Oberhauser, Karen
Paskevitz, Susan
Schoville, Sean
Steffan, Shawn
Trowbridge, Amy
Young, Daniel
Zhu, Jun

ADJUNCT & AFFILIATED FACULTY

Bartholomay, Lyric (Pathobiological Sciences)
Currie, Cameron (Bacteriology)
Coon, Kerri (Bacteriology)
Ives, Anthony (Integrated Biology)
Mattson, William (adjunct)
Peckarsky, Bobbi (adjunct)

INSTRUCTIONAL STAFF

Brabant, Craig, Curator Wisconsin Insect Research Collection
Liesch, Patrick (PJ), Assistant Faculty Associate Insect Diagnostic Lab

ENTOMOLOGY, DOCTORAL MINOR

The Doctoral Minor in Entomology is designed for students who wish to receive an Option A External Minor in Entomology to augment their doctoral curriculum. This minor option is not available to students pursuing a Ph.D. in Entomology.
ADMISSIONS

Please see the Department of Entomology’s Handbook and Forms page (http://labs.russell.wisc.edu/ento/graduate-study/handbooks-and-forms/) for additional information including a form to fill out for the Entomology minor.

REQUIREMENTS

Students who elect Entomology as a minor in their training for the doctorate will take at least 9 credits of Entomology courses, including one semester of graduate seminar (ENTOM 901 Seminar in Organismal Entomology or ENTOM 875 Special Topics). The courses will be determined by the student’s interest after consultation with the minor professor and the Entomology Academic Affairs Committee.

Please see the Department of Entomology’s Handbook and Forms page (http://labs.russell.wisc.edu/ento/graduate-study/handbooks-and-forms/) for additional information.

PEOPLE

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Mattson, William (adjunct)
Peckarsky, Bobbi (adjunct)

INSTRUCTIONAL STAFF

Brabant, Craig, Curator Wisconsin Insect Research Collection
Liesch, Patrick (P.J), Assistant Faculty Associate Insect Diagnostic Lab

ENTOMOLOGY, M.S.

The department is a diverse unit of researchers whose work spans the areas of suborganismal, organismal, and applied entomology. Research programs of the faculty are broadly interdisciplinary employing cutting-edge technology in all areas. Individual faculty web pages provide in-depth descriptions of the diversity of research in entomology.

Suborganismal research in the department focuses on insect physiology and population genetics. Areas of specialization include the molecular action of insect hormones and the insect/microbiome interface. Studies of gene flow utilize various molecular methods. Genomic data are used to understand adaptation, gene flow on landscapes, the genetic basis of phenotypes, and the phylogenetic relationships of insect species.

Organismal: Entomology faculty members are leaders in the areas of basic ecology of insects in a variety of natural and managed systems, such as forests, lakes and agroecosystems. Studies in taxonomy, chemical ecology, spatial analysis, vector biology, behavioral ecology, and landscape ecology have strong representation in the department. Research examines how they affect crops and forests, influence ecosystem processes such as nutrient and carbon cycling and the "services" they provide in natural and managed ecosystems such as pollination and pest suppression.

Applied/Extension: Faculty in the department extend a long tradition of research on insects as they impact humans. Excellence in agricultural research continues in vegetable crops, field and forage crops and the turf and ornamental "green industry" where work has continued to advance the application of integrated pest management in agricultural systems. Basic research conducted by faculty in cropping systems also has implications for pest management, conservation, bioenergy, and resource management. This research extends to global health issues focusing on arthropod borne diseases and insects as a novel food source.

Research in the department explores the interconnections across scales of biological organization, from molecular and cellular interactions to ecosystem-level studies, in both managed and natural systems, and from basic to applied research. Faculty members collaborate with colleagues in other departments in the College of Agricultural and Life Sciences, and beyond the college and university.

Graduate education in the Department of Entomology provides many opportunities for collaborative research. Faculty members participate in joint instructional programs with other departments on campus and with scientists at other universities, in federal and state agencies, and in industry. Because several entomology faculty members are also adjunct professors in zoology, forest and wildlife ecology, molecular and environmental toxicology, and other departments, they may serve as primary advisers to graduate students majoring in those fields. Opportunities exist to conduct research in a variety of distant tropical and temperate regions, to gain experience in classroom instruction and individual mentoring, and to participate in outreach activities such as addressing K–12 classes, naturalist groups, and commodity producers.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
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<tr>
<th>Requirements</th>
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</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 1</td>
</tr>
</tbody>
</table>
GRE (Graduate Record Examinations)  Not required.

English Proficiency Test  Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT)  n/a

Letters of Recommendation Required  3

All Entomology applicants (M.S. and Ph.D.) must contact faculty members in the department before and during the admissions process. All students are admitted directly into a faculty member's lab. Additionally, we do not accept new graduate students into the program unless financial support for the student is currently in the hands of a faculty member, or is assured by the time a student begins, or a student brings independent funding and has contacted a faculty member who agrees to advise.

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program's website (http://labs.russell.wisc.edu/ento/graduate-study/application-process/) for details.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Additional information regarding funding for Entomology graduate students is available on the departmental website (http://labs.russell.wisc.edu/ento/graduate-study/funding-information/).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
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<tbody>
<tr>
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<td>No</td>
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<td>No</td>
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</tr>
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</table>

**Mode of Instruction Definitions**

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**Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

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**Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all course work (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Students are required to hold a coursework certification meeting, submit certification paperwork, and hold a final defense exam. Additional information regarding required assessments and examinations is listed in the program handbook (<a href="http://labs.russell.wisc.edu/ento/graduate-study/handbooks-and-forms/">http://labs.russell.wisc.edu/ento/graduate-study/handbooks-and-forms/</a>).</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>None.</td>
</tr>
</tbody>
</table>
**REQUIRED COURSES**

Additional information and forms related to program-specific courses is available in the program handbook (http://labs.russell.wisc.edu/ento/graduate-study/handbooks-and-forms/).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Core Courses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENTOM/</td>
<td>Introduction to Entomology</td>
<td>4</td>
</tr>
<tr>
<td>ZOOLOGY 302</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Must take at least 3 credits from 2 of the categories below.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Organismal</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENTOM 331</td>
<td>Taxonomy of Mature Insects</td>
<td></td>
</tr>
<tr>
<td>ENTOM 432</td>
<td>Taxonomy and Bionomics of Immature Insects</td>
<td></td>
</tr>
<tr>
<td>ENTOM 450</td>
<td>Basic and Applied Insect Ecology ¹</td>
<td></td>
</tr>
<tr>
<td>ENTOM 451</td>
<td>Basic and Applied Insect Ecology Laboratory</td>
<td></td>
</tr>
<tr>
<td>ENTOM/BOTANY/</td>
<td>Plant-Insect Interactions</td>
<td></td>
</tr>
<tr>
<td>ZOOLOGY 473</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENTOM/</td>
<td>Ecotoxicology: The Chemical Players</td>
<td></td>
</tr>
<tr>
<td>AGRONOMY/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F&amp;W ECOL/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>M&amp;ENVTOX 632</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENTOM/</td>
<td>Ecotoxicology: Impacts on Individuals</td>
<td></td>
</tr>
<tr>
<td>AGRONOMY/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F&amp;W ECOL/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>M&amp;ENVTOX 633</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENTOM/</td>
<td>Ecotoxicology: Impacts on Populations, Communities</td>
<td></td>
</tr>
<tr>
<td>AGRONOMY/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F&amp;W ECOL/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>M&amp;ENVTOX 634</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENTOM 701</td>
<td>Advanced Taxonomy</td>
<td></td>
</tr>
<tr>
<td><strong>Sub-organismal</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENTOM 321</td>
<td>Physiology of Insects</td>
<td></td>
</tr>
<tr>
<td><strong>Applied</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENTOM/M M &amp; I/</td>
<td>Parasitology</td>
<td></td>
</tr>
<tr>
<td>PATH-BIO/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ZOOLOGY 350</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENTOM 351</td>
<td>Principles of Economic Entomology</td>
<td></td>
</tr>
<tr>
<td><strong>Seminars</strong></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ENTOM 601</td>
<td>Seminar in Methods of Scientific Oral Presentations</td>
<td></td>
</tr>
</tbody>
</table>

**Additional Credits**

Students must take additional credits, in consultation with their advisor, to reach a total of 30 credits. This may include ENTOM 990.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

With Advisory Committee and Academic Affairs Committee approval, students are allowed to count no more than 14 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With Advisory Committee and Academic Affairs Committee approval, the student may apply up to 7 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree requirements. This work would not be allowed to count toward the Minimum Graduate Coursework (50%) Requirement unless taken at the 700 level or above. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With Advisory Committee and Academic Affairs Committee approval, the student may apply up to 15 University Special student credits as fulfillment of the minimum graduate residence or graduate degree credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the Minimum Graduate Coursework (50%) Requirement unless taken at the 700 level or above. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure they are making satisfactory progress toward a degree, the Graduate School expects that students meet with their advisor on a regular basis.
An advisor generally serves as the thesis advisor. In many cases, an
advisor is assigned to incoming students. Students can be suspended
from the Graduate School if they do not have an advisor.

An advisor is a faculty member, or sometimes a committee, from the
major department responsible for providing advice regarding graduate
studies.

A committee often accomplishes advising for the students in the early
stages of their studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more
consecutive years lose all credits that they have earned before their
absence. Individual programs may count the coursework students
completed prior to their absence for meeting program requirements; that
coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-
reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/
policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://
hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://
facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all
students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal
counseling and workplace consultation around communication and
conflict involving graduate assistants and other employees, post-
doctoral students, faculty and staff)
- Employee Disability Resource Office (https://
employee.disabilities.wisc.edu/) (for qualified employees or
applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any
level of review and for official appeals of program/departmental or
school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class
harassment and discrimination, including sexual harassment and
sexual violence)
- Office of Student Conduct and Community Standards (https://
conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/
(for employed graduate students and post-docs, as well as faculty
and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about
discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who
feels unfairly treated by a member of the CALS faculty or staff has the
right to complain about the treatment and to receive a prompt hearing.
Some complaints may arise from misunderstandings or communication
breakdowns and be easily resolved; others may require formal action.
Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect
the rights of both the person complaining and the person at whom the
complaint is directed, the following procedures are used in the College of
Agricultural and Life Sciences. Any student, undergraduate or graduate,
may use these procedures, except employees whose complaints are
covered under other campus policies.

1. The student should first talk with the person at whom the complaint
is directed. Most issues can be settled at this level. Others may be
resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit
outside CALS, the student should seek the advice of the dean or
director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the
      student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic
      department, the student should proceed in accordance with item
      4 below.

3. The student should contact the department’s grievance advisor
within 120 calendar days of the alleged unfair treatment. The
departmental administrator can provide this person’s name. The
grievance advisor will attempt to resolve the problem informally
within 10 working days of receiving the complaint, in discussions with
the student and the person at whom the complaint is directed
   a. If informal mediation fails, the student can submit the grievance
      in writing to the grievance advisor within 10 working days of
      the date the student is informed of the failure of the mediation
      attempt by the grievance advisor. The grievance advisor will
      provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department
      committee that will obtain a written response from the person at
      whom the complaint is directed, providing a copy to the student.
      Either party may request a hearing before the committee. The
      grievance advisor will provide both parties a written decision
      within 20 working days from the date of receipt of the written
      complaint.
   c. If the grievance involves the department chairperson, the
      grievance advisor or a member of the grievance committee, these
      persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10
      working days from the date of notification of the departmental
      committee action to file a written appeal to the CALS Equity
      and Diversity Committee. A subcommittee of this committee
      will make a preliminary judgement as to whether the case
      merits further investigation and review. If the subcommittee
      unanimously determines that the case does not merit further
      investigation and review, its decision is final. If one or more
      members of the subcommittee determine that the case does
      merit further investigation and review, the subcommittee will
      investigate and seek to resolve the dispute through mediation.
      If this mediation attempt fails, the subcommittee will bring the
      case to the full committee. The committee may seek additional
      information from the parties or hold a hearing. The committee will
      present a written recommendation to the dean who will provide a
      final decision within 20 working days of receipt of the committee
      recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not
an academic department, the student should, within 120 calendar
days of the alleged incident, take his/her grievance directly to the
Associate Dean of Academic Affairs. The dean will attempt to resolve
the problem informally within 10 working days of receiving the
complaint. If this mediation attempt does not succeed the student
may file a written complaint with the dean who will refer it to the
CALS Equity and Diversity Committee. The committee will seek a
written response from the person at whom the complaint is directed,
subsequently following other steps delineated in item 3d above.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development
resources (https://grad.wisc.edu/pd/) to build skills, thrive academically,
and launch your career.

PROGRAM RESOURCES
Students in the Department of Entomology are strongly
courage to participate in student organization activities (http://
labs.russell.wisc.edu/ento/graduate-study/student-organizations/).

LEARNING OUTCOMES

1. Develop a broad knowledge base of entomology, inclusive of
   suborganismal, organismal, and applied entomology.
2. Knowledge of laboratory and/or field methodology.
3. Recognize relationships between structure and function at
   appropriate levels- molecular, cellular, organismal or ecological.
4. Explain and apply scientific methods including designing and
   conducting experiments and testing hypotheses.

PEOPLE

FACULTY
Crall, James
Gratton, Claudio
Groves, Russell (chair)
Guedot, Christelle
Lindroth, Richard
Oberhauser, Karen
Paskewitz, Susan
Schoville, Sean
Steffan, Shawn
Trowbridge, Amy
Young, Daniel
Zhu, Jun

ADJUNCT & AFFILIATED FACULTY
Bartholomay, Lyric (Pathobiological Sciences)
Currie, Cameron (Bacteriology)
Coon, Kerri (Bacteriology)
Ives, Anthony (Integrated Biology)
Mattson, William (adjunct)
Peckarsky, Bobbi (adjunct)

INSTRUCTIONAL STAFF
Brabant, Craig, Curator Wisconsin Insect Research Collection
Liesch, Patrick (PJ), Assistant Faculty Associate Insect Diagnostic Lab

ENTOMOLOGY, PH.D.
The department is a diverse unit of researchers whose work spans the
areas of suborganismal, organismal, and applied entomology. Research
programs of the faculty are broadly interdisciplinary employing cutting
dge technology in all areas. Individual faculty web pages provide in-
depth descriptions of the diversity of research in entomology.

Suborganismal research in the department focuses on insect physiology
and population genetics. Areas of specialization include the molecular
action of insect hormones and the insect/microbiome interface. Studies
of gene flow utilize various molecular methods. Genomic data are used
to understand adaptation, gene flow on landscapes, the genetic basis of
phenotypes, and the phylogenetic relationships of insect species.

Organismal: Entomology faculty members are leaders in the areas of
basic ecology of insects in a variety of natural and managed systems,
such as forests, lakes and agroecosystems. Studies in taxonomy,
chemical ecology, spatial analysis, vector biology, behavioral ecology,
and landscape ecology have strong representation in the department.
Research examines how they affect crops and forests, influence
ecosystem processes such as nutrient and carbon cycling and the
"services" they provide in natural and managed ecosystems such as
pollination and pest suppression.

Applied/Extension: Faculty in the department extend a long tradition of
research on insects as they impact humans. Excellence in agricultural
research continues in vegetable crops, field and forage crops and the turf
and ornamental "green industry" where work has continued to advance
the application of integrated pest management in agricultural systems.
Basic research conducted by faculty in cropping systems also has
implications for pest management, conservation, bioenergy, and resource
management. This research extends to global health issues focusing on
arthropod borne diseases and insects as a novel food source.

Research in the department explores the interconnections across scales
of biological organization, from molecular and cellular interactions to
ecosystem-level studies, in both managed and natural systems, and from
basic to applied research. Faculty members collaborate with colleagues
in other departments in the College of Agricultural and Life Sciences, and
beyond the college and university.

Graduate education in the Department of Entomology provides many
opportunities for collaborative research. Faculty members participate
in joint instructional programs with other departments on campus and
with scientists at other universities, in federal and state agencies, and
in industry. Because several entomology faculty members are also
adjunct professors in zoology, forest and wildlife ecology, molecular
and environmental toxicology, and other departments, they may serve
as primary advisers to graduate students majoring in those fields.
Opportunities exist to conduct research in a variety of distant tropical
and temperate regions, to gain experience in classroom instruction and
individual mentoring, and to participate in outreach activities such as
addressing K–12 classes, naturalist groups, and commodity producers.
## ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements [here](https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online [here](https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements <a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">here</a>.</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

All Entomology applicants (M.S. and Ph.D.) must contact faculty members in the department before and during the admissions process. All students are admitted directly into a faculty member’s lab. Additionally, we do not accept new graduate students into the program unless financial support for the student is currently in the hands of a faculty member, or is assured by the time a student begins, or a student brings independent funding and has contacted a faculty member who agrees to advise.

The Graduate School sets minimum requirements for admissions [here](https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program’s website [here](http://labs.russell.wisc.edu/ento/graduate-study/application-process/) for details.

## FUNDING

### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information [here](https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

Additional information regarding funding for Entomology graduate students is available on the departmental website [here](http://labs.russell.wisc.edu/ento/graduate-study/funding-information/).

## REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

### MAJOR REQUIREMENTS

### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit</td>
<td>32 credits</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: The Graduate School requires an average grade of B or better in all course work (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.
Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required. Additional information regarding assessment and examinations is available on the departmental website (http://labs.russell.wisc.edu/ento/graduate-study/handbooks-and-forms/).

**Language Requirements**

None.

**Doctoral Minor/Breadth Requirements**

All doctoral students are required to complete a minor.

### REQUIRED COURSES

Additional information and forms related to program-specific courses is available in the program handbook (http://labs.russell.wisc.edu/ento/graduate-study/handbooks-and-forms/) including foundation courses.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENTOM/</td>
<td>Introduction to Entomology</td>
<td>4</td>
</tr>
<tr>
<td>ZOOLOGY 302</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Must take at least 3 credits from each of the 3 categories below, plus one additional course for a total of 4 courses.

**Organisal**

- ENTOM 331       Taxonomy of Mature Insects
- ENTOM 432 Basic and Bionomics of Immature Insects
- ENTOM 450       Basic and Applied Insect Ecology
- ENTOM 451       Basic and Applied Insect Ecology Laboratory
- ENTOM/BOTANY/ | Plant-Insect Interactions                      |
| ZOOLOGY 473      |                                                 |         |

- ENTOM/AGRonomy/ | Ecotoxicology: The Chemical Players              |
| F&W ECOL/       |                                                 | 1       |
| M&ENVOX 632     |                                                 |         |

- ENTOM/AGRonomy/ | Ecotoxicology: Impacts on Individuals            |
| F&W ECOL/       |                                                 | 1       |
| M&ENVOX 633     |                                                 |         |

- ENTOM/AGRonomy/ | Ecotoxicology: Impacts on Populations, Communities and Ecosystems |
| F&W ECOL/       |                                                 | 2       |
| M&ENVOX 634     |                                                 |         |

- ENTOM 701       Advanced Taxonomy
- ENTOM 321       Physiology of Insects
- ENTOM/BOTANY/ | Plant-Microbe Interactions: Molecular and Ecological Aspects |
| PL PATH 505      |                                                 |         |

- ENTOM/GENETICS/ | Molecular Ecology                                |
| ZOOLOGY 624     |                                                 |         |

**Seminars**

4

Students should select seminars in consultation with their advisor.

- ENTOM 601       Seminar in Methods of Scientific Oral Presentations
- ENTOM 801       Colloquium
- ENTOM 875       Special Topics
- ENTOM 901       Seminar in Organismal Entomology 1

**Additional Credits**

Students must take additional credits, in consultation with their advisor, to reach a total of 51 credits. This may include ENTOM 990.

1 Students must take 2 instances of ENTOM 901.

**POLICIES**

### GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### MAJOR-SPECIFIC POLICIES

#### PRIOR COURSEWORK

Graduate Work from Other Institutions

With Advisory Committee and Academic Affairs Committee approval, students may count credits of coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison Undergraduate

With Advisory Committee and Academic Affairs Committee approval, the student may apply up to 7 credits numbered 300 or above completed at UW-Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the Minimum Graduate Coursework (50%) Requirement unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison University Special

With payment of the difference in tuition (between University Special and graduate tuition) and with Advisory Committee and Academic Affairs Committee approval, the student may apply up to 15 University...
Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the Minimum Graduate Coursework (50%) Requirement unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure they are making satisfactory progress toward a degree, the Graduate School expects that students meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
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- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy
In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The
grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.

c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.

d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

Students in the Department of Entomology are strongly encouraged to participate in student organization activities (http://labs.russell.wisc.edu/ento/graduate-study/student-organizations/).

LEARNING OUTCOMES

1. Develop a broad knowledge base of entomology, inclusive of suborganismal, organismal, and applied entomology.
2. Develop state-of-the-art research skills and command of the scientific literature.
3. Integrate research discoveries with prior knowledge to demonstrate expertise in entomological science.
4. Advance our current knowledge of entomology and related fields.
5. Demonstrate critical thinking skills in defining problems, assembling facts, and applying logic to scientific arguments.
6. Demonstrate excellent written and oral communication skills.

ADJUNCT & AFFILIATED FACULTY

Bartholomay, Lyric (Pathobiological Sciences)
Currie, Cameron (Bacteriology)
Coon, Kerri (Bacteriology)
Ives, Anthony (Integrated Biology)
Mattson, William (adjunct)
Peckarsky, Bobbi (adjunct)

INSTRUCTIONAL STAFF

Brabant, Craig, Curator Wisconsin Insect Research Collection
Liesch, Patrick (P.J), Assistant Faculty Associate Insect Diagnostic Lab

FINANCE

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Business: Finance, Investment, and Banking, M.S. (p. 754)
• Business: Finance, Investment, and Banking, MBA (p. 759)

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

David Brown, B.A., Ph.D.
Professor
david.p.brown@wisc.edu

Briana Chang, B.S., Ph.D.
Associate Professor
briana.chang@wisc.edu

Dean Corbae, B.A., Ph.D.
Professor
dean.corbae@wisc.edu
Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive WSB alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

**ADMISSIONS**

Students apply to the Business: Finance, Investment and Banking, MSB through the named option:

- Applied Security Analysis (p. 756)

**FUNDING**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated:</strong> Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
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<td><strong>Evening/Weekend:</strong> Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face:</strong> Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid:</strong> These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online:</strong> These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

<table>
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<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ivan Shaliastovich, B.A., M.A., Ph.D.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Professor</td>
</tr>
<tr>
<td><a href="mailto:ivan.shaliastovich@wisc.edu">ivan.shaliastovich@wisc.edu</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Randall Wright, B.A., M.A., Ph.D.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor</td>
</tr>
<tr>
<td><a href="mailto:randall.wright@wisc.edu">randall.wright@wisc.edu</a></td>
</tr>
</tbody>
</table>
CURRICULAR REQUIREMENTS

<table>
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<th>Requirements</th>
<th>Detail</th>
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</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (17 credits out of 33 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

Other Grade Requirements: The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.

Assessments and Examinations: No required assessments or examinations beyond course requirements.

Language Requirements: No language requirements.

REQUIRED COURSES

Select the Named Option (p. 755) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the MSB in Business: Finance, Investment and Banking must select one of the following named options:

View as listView as grid

POLICIES

Students should refer to the named option for policy information:

- Applied Security Analysis (p. 756)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Develop the ability to assess the value of publicly traded equity and fixed income securities.
2. Articulate the common causes of mispriced securities, develop techniques to find these securities, and acquire insight as to how to evaluate the success of their process and decisions.
3. Develop the ability to build portfolios that are designed to produce consistent positive returns and/or outperform benchmarks without taking on significant absolute or incremental risk.
4. Develop the ability to communicate and collaborate effectively within an organization.
5. Understand the importance of ethical behavior within the industry and have an understanding of how to work through ethical dilemmas as they arise.

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

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Academic Director of the Hawk Center for Investment Analysis
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Associate Professor
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Dean Corbae, B.A., Ph.D.
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Bjorn Eraker, Ph.D.
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Sebastien Plante, B.S., M.S., Ph.D.
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Department Chair for Finance, Investment, and Banking
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Assistant Professor
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Sang Byung Seo
Assistant Professor
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Ivan Shaliastovich, B.A., M.A., Ph.D.
Associate Professor
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Randall Wright, B.A., M.A., Ph.D.
Professor
randall.wright@wisc.edu

ACCREDITATION

AACSBB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


BUSINESS: FINANCE, INVESTMENT, AND BANKING: APPLIED SECURITY ANALYSIS, M.S.

This is a named option in the Business: Finance, Investment, and Banking, M.S. (p. 754). The Applied Security Analysis Program (ASAP) at the Wisconsin School of Business was founded in 1970 by Professor Stephen L. Hawk. Approximately 700 students have graduated from the program. Each graduate enters the investment community with the unique educational experience of learning the investment business through hands-on management of real portfolios. Beginning with $100,000 in 1970, students now manage over $50 million in equities and fixed-income assets. The program is proud to be a pioneer among student-managed investment programs and a CFA Program® Partner.

ADMISSIONS

Applications to the program are accepted at any time, with rolling windows of consideration. However, applications received during any academic year and prior to March 15 are given priority for entry into the program in the following fall semester. If you apply after March 15, you may be placed on a wait list.

The ASAP named option can be earned as an MS or MBA degree. This page describes the admission process for the MS degree. If you seek the MBA degree, please see the admissions information for the FT MBA (https://guide.wisc.edu/graduate/finance/business-finance-investment-banking-apply-ecurity-analysis-mba/#admissionstext).

If you apply to ASAP as an undergraduate (UG) student at the University of Wisconsin-Madison, and are accepted to the program, you will complete your senior year, earning your UG degree, and then complete a fifth year of study, earning the MS degree. You are not required to submit scores for graduate exams such as the GMAT or the GRE. If you are not a student at UW-Madison, you must submit as a part of your application: (i) scores for either the GMAT or the GRE exam, or (ii) evidence that you have passed the Level I Chartered Financial Analyst (CFA) exam.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FINANCE/ECON</td>
<td>Introduction to Finance</td>
<td>3</td>
</tr>
<tr>
<td>300</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACCT I S 100</td>
<td>Introductory Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ECON 101</td>
<td>Principles of Microeconomics</td>
<td>4</td>
</tr>
<tr>
<td>ACCT I S 301</td>
<td>Financial Reporting I</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 306</td>
<td>Business Analytics I</td>
<td>3</td>
</tr>
</tbody>
</table>

Must be Completed Prior to Starting MS Year

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FINANCE/ECON</td>
<td>Investment Theory</td>
<td>3</td>
</tr>
<tr>
<td>320</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FINANCE 305</td>
<td>Financial Markets, Institutions and Economic Activity</td>
<td>3</td>
</tr>
<tr>
<td>or FINANCE 325</td>
<td>Corporation Finance</td>
<td></td>
</tr>
<tr>
<td>or FINANCE 330</td>
<td>Derivative Securities</td>
<td></td>
</tr>
<tr>
<td>FINANCE 635</td>
<td>Business Valuation</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 740</td>
<td>Analysis of Fixed Income Securities</td>
<td>3</td>
</tr>
</tbody>
</table>

All prerequisite courses are waived for applicants who have passed the CFA Exam 1. Otherwise, applicants must have completed courses equivalent to the required prerequisites and must submit for evaluation their transcripts of grades and documentation (course syllabi) describing the equivalent courses. The ASAP Academic Director will establish equivalencies. Credits earned by completing the prerequisites do not count toward the MS degree. Six credits of undergraduate coursework (FINANCE 645 and FINANCE 646) may count towards the MS degree.

As an applicant to ASAP you will be evaluated on your academic credentials, work experience, personal achievements, motivation, both written and oral communication skills, your international exposure, letters of recommendation, and if you are not undergraduate students at UW-Madison, your test scores.

Importantly, ASAP seeks individuals with a strong desire and commitment to learn the applied science of security analysis and portfolio management. You can demonstrate your commitment in your application in numerous ways. Some of these are to provide evidence of: (i) passage of the first-level Chartered Financial Analyst (CFA) exam, (ii) a facility with applied financial modeling, (iii) prior coursework in investments, security analysis, and financial accounting, (iv) active participation in an investment club (such as the Capital Management Club at the UW-Madison), (v) experience as either an intern or full-time employee in an asset-management company, and/or (vi) a desire and willingness to compete in activities such as competitive sports and games.
Note: All applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS), or show completion of an Interlink program. A minimum iBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.

HOW TO APPLY
Students interested in business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://admissions.wsb.wisc.edu/MSinFinance/)

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
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NAMED OPTION REQUIREMENTS

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<td>No</td>
<td>No</td>
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Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

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Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

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<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
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Other Grade Requirements
The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.

Assessments and Examinations
No required assessments or examinations beyond course requirements.

Language Requirements
No language requirements.

REQUIRED COURSES

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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>FINANCE 645</td>
<td>Introduction to Applied Security Analysis</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 646</td>
<td>Introduction to Applied Portfolio Management</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 835</td>
<td>Applied Security Analysis and Investment Management I</td>
<td>5</td>
</tr>
<tr>
<td>FINANCE 836</td>
<td>Applied Security Analysis and Investment Management II</td>
<td>4</td>
</tr>
<tr>
<td>FINANCE/INTL BUS 745</td>
<td>Multinational Business Finance 1&amp;2</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Choose 3 of the following courses:</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>FINANCE 330</td>
<td>Derivative Securities</td>
</tr>
<tr>
<td></td>
<td>FINANCE 410</td>
<td>Bank Management</td>
</tr>
<tr>
<td></td>
<td>Any FINANCE course at the 600 level or higher</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any ACCT I S course at the 600 level or higher</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any School of Business course or approved elective 3</td>
<td>6</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>33</td>
</tr>
</tbody>
</table>

1 This course can be substituted for any international course approved in advance by the ASAP Academic Director.
2 FINANCE/INTL BUS 445 can be taken instead but the graduate version is recommended.
3 Electives taken outside of the School of Business are allowed but must be approved in advance by the ASAP Academic Director.
GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

No credits of graduate coursework from other institutions is allowed to satisfy requirements.

UW–Madison Undergraduate

Up to 6 credits from courses numbered 300 or above will be allowed to apply toward the minimum graduate degree credit requirement. Courses numbered 700 or above will be allowed to apply toward the minimum graduate coursework requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 6 credits of coursework taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing
the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-265-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School's Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER
Students must be enrolled full-time. Department-sponsored funding/assistantships are available on a competitive basis.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

BUSINESS: FINANCE, INVESTMENT, AND BANKING, MBA

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive Wisconsin School of Business alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

NAMED OPTION IN APPLIED SECURITY ANALYSIS

The Wisconsin MBA in Business: Finance, Investment and Banking named option Applied Security Analysis Program (ASAP) at the School of Business was founded in 1970 by Professor Stephen L. Hawk. Approximately 500 students have graduated from the program. Each graduate enters the investment community with the unique educational experience of learning the investment business through hands-on management of real portfolios. Beginning with $100,000 in 1970, students now manage over $50 million in equities and fixed-income assets. The program is proud to be a pioneer among student-managed investment programs and a CFA® Program Partner. See the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/applied-security-analysis/) for more information.

PEOPLE

For information about the faculty and their research interests, please visit the directory.

HAWK CENTER FOR INVESTMENT ANALYSIS

David Brown
Academic Director
david.p.brown@wisc.edu

Betsi Hill
Co-Director
betsi.hill@wisc.edu

Greg Edwards
Co-Director
greg.edwards@wisc.edu

Cara Scadden
Assistant Director
cara.fish@wisc.edu
NAMED OPTION IN CORPORATE FINANCE
AND INVESTMENT BANKING

The Wisconsin MBA in Business: Finance, Investment and Banking named option in Corporate Finance and Investment Banking offers students a unique opportunity to gain practical experience working on meaningful corporate finance consulting engagements. Students work in teams on assigned finance projects for consulting firms, investment banks, public corporations, and private companies. The financial consulting engagements typically involve an analysis of a problem for the engagement sponsors in areas such as working capital management, evaluation of funding sources, valuation, cost of capital, capital expenditure decisions, acquisition analysis, and joint venture and strategic alliances. Throughout the academic year, students work on approximately four to six diverse financial consulting engagements. Overall, each class works with 16–18 different corporations, firms, and banks. See the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/corporate-finance-investment-banking/) for more information.

ADMISSIONS

Students apply to the Master of Business Administration in Business: Finance, Investment, and Banking through one of the named options:

- Business: Finance, Investment, and Banking: Corporate Finance and Investment Banking, MBA (p. 765)

FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

GRADUATE SCHOOL RESOURCES

Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>54 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum Residence</td>
<td>48 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum Grad</td>
<td>Half of degree coursework (27 credits out of 54 total credits)</td>
</tr>
<tr>
<td>Coursework Requirement</td>
<td>courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Graduate GPA</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Other Grade</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>No required assessments or examinations beyond course requirements.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Select a Named Option (p. 760) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the MBA in Business: Finance, Investment, and Banking must select one of the following named options:

- BUSINESS: FINANCE, INVESTMENT, AND BANKING: APPLIED SECURITY ANALYSIS, MBA (P. 761)
- BUSINESS: FINANCE, INVESTMENT, AND BANKING: CORPORATE FINANCE AND INVESTMENT BANKING, MBA (P. 765)

POLICIES

Students should refer to one of the named options for policy information:

LEARNING OUTCOMES

1. Develop the ability to assess the value of publicly traded equity and fixed income securities. (Applied Securities Analysis Program)
2. Articulate the common causes of mispriced securities, develop techniques to find these securities, and acquire insight as to how to evaluate the success of their process and decisions. (Applied Securities Analysis Program)
3. Develop the ability to build portfolios that are designed to produce consistent positive returns and/or outperform benchmarks without taking on significant absolute or incremental risk. (Applied Securities Analysis Program)
4. Design financial strategies for non-financial firms, including raising capital, the choice and mix of securities, refinancing, as well as various forms of returning capital to different investors. (Corporate Finance and Investment Banking)
5. Assess the value of publicly traded and privately held equity and fixed income securities. (Corporate Finance and Investment Banking)
6. Analyze business decisions utilizing multinational finance techniques. (Corporate Finance and Investment Banking)
7. Develop the ability to communicate and collaborate effectively within an organization. (Applied Securities Analysis Program)
8. Understand the importance of ethical behavior within the investment industry and have an understanding of how to work through ethical dilemmas as they arise. (Applied Securities Analysis Program)
9. Able to perform the role and functions of investment bankers, such as underwriting of securities, advising on mergers and acquisitions, divestures, corporate restructuring. (Corporate Finance and Investment Banking)
10. Able to execute private equity and venture financing of high potential companies. (Corporate Finance and Investment Banking)
11. Apply their knowledge and skills by providing financial consulting services to national companies. (Corporate Finance and Investment Banking)

PEOPLE

For information about the faculty and their research interests, please visit the directory (https://wsb.wisc.edu/faculty-research/academic-departments/finance-investment-banking/faculty/).

ACCREDITATION

Accreditation

BUSINESS: FINANCE, INVESTMENT, AND BANKING: APPLIED SECURITY ANALYSIS, MBA

This is a named option in the Business: Finance, Investment, and Banking MBA (p. 759).

ADMISSIONS

There are two pathways to an ASAP degree. If you have multiple years of work experience, you must apply to the WSB MBA program and simultaneously to ASAP, otherwise you must apply to the ASAP program directly, and you will earn a Master of Science in Finance, Investment, and Banking (MS) degree. This page describes the admission process for the MBA degree.

Admission consideration for the MBA program requires a four-year undergraduate degree or the equivalent, in any discipline, from an accredited institution. The School of Business prefers a minimum of two years of professional work experience along with a strong undergraduate performance. In addition to academic credentials, a GMAT or GRE score, and work experience, personal achievements, motivation, communication skills (written and oral), and recommendation letters are all considered in the admission process at the Master’s and doctoral levels.

Note: The Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) must have been taken within five years prior to receiving an offer of admission. All applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS), or show the completion of an Interlink program. A minimum iBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.

HOW TO APPLY

Students interested in Business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/)

FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
PROGRAM RESOURCES
Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions
- Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.
- Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail
- Minimum Credit Requirement: 54 credits
- Minimum Residence Credit Requirement: 48 credits
- Minimum Graduate Coursework Requirement: Half of degree coursework (27 credits out of 54 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).
- Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements
- The Graduate School requires an average GPA of 3.00 or better (on a 4.00 scale) in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.

Assessments and Examinations
- No required assessments or examinations beyond course requirements.

Language Requirements
- No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 710</td>
<td>Ethics, Integrity and Society</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 725</td>
<td>Consulting Practicum</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
</tr>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
<td>2</td>
</tr>
<tr>
<td>M HR 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
<tr>
<td>M HR 723</td>
<td>Business Strategy</td>
<td>2</td>
</tr>
<tr>
<td>MARKETING 700</td>
<td>Marketing Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 635</td>
<td>Business Valuation</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 645</td>
<td>Introduction to Applied Security Analysis</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 646</td>
<td>Introduction to Applied Portfolio Management</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 740</td>
<td>Analysis of Fixed Income Securities</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 835</td>
<td>Applied Security Analysis and Investment Management</td>
<td>5</td>
</tr>
<tr>
<td>FINANCE 836</td>
<td>Applied Security Analysis and Investment Management II</td>
<td>4</td>
</tr>
</tbody>
</table>

Approved Elective Courses
- Total Credits: 15

Waivers for this requirement and the associated credit will be offered if students have one year or more of United States work experience, or are not seeking an internship for approved reasons, such as company-sponsored status, active military, starting their own business as a founder/owner, or have a medical or family hardship. There may be other approvals on a case by case basis.

Approved Electives
- The electives must contain at least one International course. FINANCE/INTL BUS 745 satisfies this requirement.
- Two of the electives can be satisfied by any School of Business course without explicit approval (and one of these can be an international course that satisfies the international requirement).
- The remaining three electives must be selected from the following set:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FINANCE 330</td>
<td>Derivative Securities</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 410</td>
<td>Bank Management</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 610</td>
<td>Bank Simulation and Strategy</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 650</td>
<td>Mergers and Acquisitions</td>
<td>2-3</td>
</tr>
<tr>
<td>FINANCE 725</td>
<td>Corporation Finance Theory and Practice</td>
<td>2-3</td>
</tr>
<tr>
<td>FINANCE/INTL BUS 745</td>
<td>Multinational Business Finance</td>
<td>2-3</td>
</tr>
<tr>
<td>FINANCE 755</td>
<td>Corporate Restructuring &amp; Reorganization</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 757</td>
<td>Entrepreneurial Finance</td>
<td>2-3</td>
</tr>
<tr>
<td>ACCT IS 603</td>
<td>Financial Statement Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>

Any other ACCT IS course at the 600 level or higher.
Any other FINANCE course at the 600 level or higher.

1 FINANCE/INTL BUS 445 can be taken instead but the graduate version is recommended.
2 FINANCE 457 can be taken instead but the graduate version is recommended.

Any changes to the elective requirements must be approved in advance by the ASAP Academic Director.

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program and department approval, up to 6 credits of graduate coursework completed two years prior to admission at an AACSB accredited institution, in which a grade of B or better was earned, may count toward the degree.

**UW–Madison Undergraduate**

On a case by case basis the program and department may waive required courses, but students must still meet the minimum credit requirements.

**UW–Madison University Special**

With program and department approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 600 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosodiostudents.wisc.edu/bias-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosodiostudents.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)
Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/ safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.
BUSINESS: FINANCE, INVESTMENT, AND BANKING: CORPORATE FINANCE AND INVESTMENT BANKING, MBA

This is a named option in the Business: Finance, Investment, and Banking MBA (p. 759).

ADMISSIONS

Admission consideration for the MBA program requires a four-year undergraduate degree or the equivalent, in any discipline, from an accredited institution. The School of Business prefers a minimum of two years of professional work experience along with a strong undergraduate performance. In addition to academic credentials, a GMAT or GRE score, and work experience, personal achievements, motivation, communication skills (written and oral), and recommendation letters are all considered in the admission process at the Master's and doctoral levels.

Note: The Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) must have been taken within five years prior to receiving an offer of admission. All applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS), or show the completion of an Interlink program. A minimum iBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.

HOW TO APPLY

Students interested in Business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

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Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

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NAMED OPTION REQUIREMENTS

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<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
</tr>
<tr>
<td>Requirement</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
</tr>
</tbody>
</table>
Assessments and Examinations
No required assessments or examinations beyond course requirements.
Language Requirements
No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 710</td>
<td>Ethics, Integrity and Society</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 725</td>
<td>Consulting Practicum</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
</tr>
<tr>
<td>ACCT IS 700</td>
<td>Financial Accounting</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
<td>2</td>
</tr>
<tr>
<td>M HR 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
<tr>
<td>M HR 723</td>
<td>Business Strategy</td>
<td>2</td>
</tr>
<tr>
<td>MARKETING 700</td>
<td>Marketing Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>2</td>
</tr>
</tbody>
</table>

Required Core Courses

Required Specialization Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FINANCE 635</td>
<td>Business Valuation</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 650</td>
<td>Mergers and Acquisitions</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 725</td>
<td>Corporation Finance Theory and Practice</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE/INTL BUS 745</td>
<td>Multinational Business Finance</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 765</td>
<td>Contemporary Topics (Topic: Corporate Finance)</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 850</td>
<td>Applied Corporate Finance I</td>
<td>4</td>
</tr>
</tbody>
</table>

Approved Elective Courses

Total Credits 54

1 Waivers for this requirement and the associated credit will be offered if students have one year or more of United States work experience, or are not seeking an internship for approved reasons, such as company-sponsored status, active military, starting their own business as a founder/owner, or have a medical or family hardship. There may be other approvals on a case by case basis.

Approved Electives

One elective course must be in the area of Analytic Tools and Methods and selected from the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT SCI 654</td>
<td>Regression and Time Series for Actuaries</td>
<td>2-3</td>
</tr>
<tr>
<td>ACT SCI 655</td>
<td>Health Analytics</td>
<td>2-3</td>
</tr>
<tr>
<td>GEN BUS 656</td>
<td>Machine Learning for Business Analytics</td>
<td>2-3</td>
</tr>
<tr>
<td>GEN BUS 720</td>
<td>Data Visualization for Business Analytics</td>
<td>1-2</td>
</tr>
<tr>
<td>GEN BUS 730</td>
<td>Prescriptive Modeling and Optimization for Business Analytics</td>
<td>2-3</td>
</tr>
</tbody>
</table>

One elective course must be from outside the Department of Finance, Investment, and Banking and selected from the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT SCI 654</td>
<td>Regression and Time Series for Actuaries</td>
<td>2-3</td>
</tr>
<tr>
<td>ACT SCI 655</td>
<td>Health Analytics</td>
<td>2-3</td>
</tr>
<tr>
<td>GEN BUS 656</td>
<td>Machine Learning for Business Analytics</td>
<td>2-3</td>
</tr>
<tr>
<td>GEN BUS 720</td>
<td>Data Visualization for Business Analytics</td>
<td>1-2</td>
</tr>
<tr>
<td>GEN BUS 730</td>
<td>Prescriptive Modeling and Optimization for Business Analytics</td>
<td>2-3</td>
</tr>
<tr>
<td>GEN BUS 740</td>
<td>Experiments and Causal Methods for Business Insights</td>
<td>2-3</td>
</tr>
<tr>
<td>GEN BUS 760</td>
<td>Data Technology for Business Analytics</td>
<td>2-3</td>
</tr>
<tr>
<td>MARKETING 815</td>
<td>Marketing Analytics</td>
<td>3</td>
</tr>
<tr>
<td>OTM 442</td>
<td>Database Management and Applications</td>
<td>3</td>
</tr>
<tr>
<td>OTM 714</td>
<td>Supply Chain Analytics</td>
<td>2-3</td>
</tr>
<tr>
<td>R M I 660</td>
<td>Risk Analytics and Behavioral Science</td>
<td>2-3</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies...
beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program and department approval, up to 6 credits of graduate coursework completed two years prior to admission at an AACSB accredited institution, in which a grade of B or better was earned, may count toward the degree.

**UW–Madison Undergraduate**

No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

With program and department approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 600 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission at a master's degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.
5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status. In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School's Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER
Students are expected to be enrolled full-time for all semesters. Exceptions may be granted in the final semester.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

NICHOLAS CENTER FOR CORPORATE FINANCE AND INVESTMENT BANKING
For information about the faculty and their research interests, please visit the directory (https://wsb.wisc.edu/faculty-research/academic-departments/finance-investment-banking/faculty/).

Antonio Mello, B.S., MBA, M.A., Ph.D.
Professor
Academic Director

antonio.mello@wisc.edu

Brad Chandler, B.A., JD, MBA
Faculty Associate Director
brad.chandler@wisc.edu

Lisa White
Assistant Director
lisa.white@wisc.edu

FOOD SCIENCE

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Food Science, Doctoral Minor (p. 768)
- Food Science, M.S. (p. 768)
- Food Science, Ph.D. (p. 773)

PEOPLE

Faculty:
Professors: Hartel, Ingham, Lucey, Rankin (chair)
Assistant Professors: Bolling, Girard, Huynh, Ujor, van Pijkeren

FOOD SCIENCE, DOCTORAL MINOR

REQUIREMENTS

To qualify for a doctoral minor in food science, a student must satisfactorily complete in the Department of Food Science: 1 credit of FOOD SCI 900 Seminar Advanced (graded) and 10 additional credits as specified by the minor professor (who must have a tenure home in food science). Of these 10 credits, no more than 4 credits at the 300–499 level are acceptable and the remaining credits must be at the 500 level or above. The specified coursework requirements must be prepared using the Ph.D. Minor Agreement Form. The original signed copy must be transmitted to the Graduate School office at the time the student requests the preliminary exam warrant (see Department of Food Science office staff about four weeks prior to exam date).

PEOPLE

Faculty:
Professors: Hartel, Ingham, Lucey, Rankin (chair)
Assistant Professors: Bolling, Girard, Huynh, Ujor, van Pijkeren

FOOD SCIENCE, M.S.

The graduate program in the Department of Food Science ranks among the best of its kind in the United States. Strong faculty research groups...
exist in food chemistry, food engineering, food microbiology, and health. The master's track in these areas combine an array of in-depth courses with the use of advanced research methods for studying food properties: chemical, physical, physiological, and bioactive characteristics; material properties; microbial control and safety; sensory quality; procedures for the processing, storage, and preservation of foods.

Research areas in which the department has special expertise include: chemical attributes of proteins, enzymes, lipids, flavors, bioactive components, and pigments; processes for crystallizing, separating, freezing, and drying; food safety (detection, control, and mechanistic action of pathogenic microorganisms, and undesirable chemicals in food); process optimization and validation of critical processing limits. Commodity foci include: dairy products, confectionery products, fruits and vegetables, muscle foods, and fermented products.

The department occupies Babcock Hall, a building with excellent facilities for instruction and research. Availability of appropriate instruments, equipment, and pilot-plant facilities enables research on the above topics to be conducted in a manner that has impact worldwide.

About 40–50 students from many countries are currently pursuing both the M.S. and Ph.D. degrees in the areas mentioned above. This includes some graduate students working in programs associated with the Food Research Institute and closely allied departments.

Individuals obtaining advanced degrees in food science will find employment opportunities in academic instruction and research, government research or regulatory programs, and industrial research, development, or quality assurance. Historically, the department's placement record for graduating students has been very good.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>September 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
</tbody>
</table>

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

We recommend that your application be complete by the application deadlines in order to be considered for funding. Financial assistance is sometimes available to qualified individuals in the form of research assistantships, teaching assistantships, or fellowships. Fellowships are granted to students meeting specific criteria and with outstanding
academic records. Research assistantships are awarded by individual professors through funds available to their research programs. Funding is awarded on a competitive basis and renewed annually pending the student's satisfactory progress. (Teaching assistant positions in food science are available only to students who have already been enrolled for at least two semesters.)

Please be advised that you do not need to make a separate application for financial support as your admission application will also serve as an application for assistantships and fellowships.

Prospective students are encouraged to search and apply for external funding sources (scholarships and fellowships) on their own. (If faculty do not have funding or lab space available, they often do not accept new students into their labs.) Additionally, prospective students are encouraged to apply for graduate assistantship (teaching, research, or project) positions in other UW–Madison departments to potentially defray the costs of their studies. See Graduate School Funding pages (https://grad.wisc.edu/studentfunding/steps/) for more information.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

*Mode of Instruction Definitions*

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

- **Minimum Credit Requirement**: 30 credits
- **Minimum Residence Credit Requirement**: 16 credits

**Minimum Graduate Coursework Requirement**

Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/).

**Overall Graduate GPA Requirement**

3.00 GPA required.

**Other Grade Requirements**

No more than 6 credits of C, D, or F grades are allowed during a given graduate program.

**Assessments and Examinations**

- Students are required to have a graduate program advisory committee (GPAC) meeting once each year to monitor progress toward their degree.
- The presentation for the graded FOOD SCI 900 Seminar Advanced must be given a semester before or in the semester of the defense.
- Master's students are required to defend their thesis after they have cleared their record of all Incomplete and Progress grades (other than research and thesis) and deposit the final thesis to the Memorial Library.

**Language Requirement**

Food Science does not have a foreign language requirement.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOOD SCI 410</td>
<td>Food Chemistry</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 432</td>
<td>Principles of Food Preservation</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI/ MICROBIO 325</td>
<td>Food Microbiology</td>
<td></td>
</tr>
</tbody>
</table>

Students are expected to have taken one course each in organic chemistry and biochemistry. If they enter the program without these courses, students are required to take them before graduating.

**Degree Requirements**

At least 4 of the 9 credits must be Food Science courses numbered 600, 610 - 679, 700-899 or closely related courses (any graduate level).

**Graduate Seminar**

Upon entry in the program, students must enroll every semester in this course. The student only receives a letter grade when they present their research.

**Food Science Core Courses**

If students have taken similar "Food Science Core" courses prior to entering the program, these courses may be waived.

- FOOD SCI 410 Food Chemistry
- FOOD SCI 432 Principles of Food Preservation
- FOOD SCI/ MICROBIO 325 Food Microbiology

Statistics
Students must take a course in statistics if they have not done so prior to entering the program. Typically students will take one of the following:

- STAT/M E 424  Statistical Experimental Design
- STAT/F&W ECOL/ HORT 571  Statistical Methods for Bioscience I
- STAT/F&W ECOL/ HORT 572  Statistical Methods for Bioscience II

Electives

- Students take additional credits to reach the 30 credit minimum in consultation with their graduate program committee. These credits may include Research.

Total Credits 30

1 The semester students present their research, this course is graded. Otherwise, students take it as Satisfactory/Unsatisfactory.

**Policies**

**Graduate School Policies**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**Major-Specific Policies**

**Prior Coursework**

**Graduate Work from Other Institutions**

Prior graduate-level coursework from other institutions may not count toward minimum credit requirements for the major, but may satisfy specific food science course requirements.

**UW–Madison Undergraduate**

Prior coursework as a UW–Madison undergraduate student may not count toward minimum credit requirements for the major, but may satisfy specific food science course requirements.

**UW–Madison University Special**

Prior coursework taken as a University Special student may not count toward minimum credit requirements for the major, but may satisfy specific food science course requirements.

**Probation**

Candidates not making satisfactory progress will be placed on probation. If this probationary status is not resolved by the end of the semester in which it is initiated, the candidate may be dismissed by their faculty advisor.

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**Advisor / Committee**

Every graduate student is required to have an advisor. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis. An advisor is a faculty member or affiliate faculty member from the major department responsible for providing advice about the student's coursework, supervising the student's research, and acting as a mentor to the student through the student's graduate career.

The student's graduate program advisory committee (GPAC) also is involved in advising of the student in various stages of their studies to monitor and ensure they are making satisfactory progress toward a degree. The GPAC for a MS student consists of a minimum of 3 members of which one member must have a tenure home in the Department of Food Science. Within six months of starting the program, the GPAC is expected to have approved the course-taking.

**Credits Per Term Allowed**

- 15 credits

**Time Constraints**

It is expected that students will complete all degree requirements in two to three years.

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**Grievances and Appeals**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
Students are admitted by faculty in the department through direct admission.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Understands, articulates, critiques and elaborates core paradigms in Food Science.
2. Recognizes that life-long learning is critical for continued personal and professional development.
3. Complies with principles of ethical and professional conduct.
4. Sources and assembles evidence to address questions or identify gaps in knowledge in the field of food science.
5. Evaluates and synthesizes information to address technical challenges.
6. Selects research methods and practices appropriate to discovery activities.
7. Creates knowledge that contributes to the field of food science.
8. Clearly and effectively communicates technical information in oral and written formats.
9. Works effectively within a team.

PEOPLE

Faculty:

Professors: Hartel, Ingham, Lucey, Rankin (chair)
Assistant Professors: Bolling, Girard, Huynh, Ujor, van Pijkeren
The graduate program in the Department of Food Science ranks among the best of its kind in the United States. Strong faculty research groups exist in food chemistry, food engineering, food microbiology, and health. The Ph.D. track in these areas combine an array of in-depth courses with the use of advanced research methods for studying food properties: chemical, physical, physiological, and bioactive characteristics; material properties; microbial control and safety; sensory quality; procedures for the processing, storage, and preservation of foods.

Research areas in which the department has special expertise include: chemical attributes of proteins, enzymes, lipids, flavors, bioactive components, and pigments; processes for crystallizing, separating, freezing, and drying; food safety (detection, control, and mechanistic action of pathogenic microorganisms, and undesirable chemicals in food); process optimization and validation of critical processing limits. Commodity foci include: dairy products, confectionery products, fruits and vegetables, muscle foods, and fermented products.

The department occupies Babcock Hall, a building with excellent facilities for instruction and research. Availability of appropriate instruments, equipment, and pilot-plant facilities enables research on the above topics to be conducted in a manner that has impact worldwide.

About 40–50 students from many countries are currently pursuing both the M.S. and Ph.D. degrees in the areas mentioned above. This includes some graduate students working in programs associated with the Food Research Institute and closely allied departments.

Individuals obtaining advanced degrees in food science will find employment opportunities in academic instruction and research, government research or regulatory programs, and industrial research, development, or quality assurance. Historically, the department's placement record for graduating students has been very good.

### ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>September 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>

**English Proficiency Test**

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements ([https://grad.wisc.edu/apply/requirements/#english-proficiency](https://grad.wisc.edu/apply/requirements/#english-proficiency)).

<table>
<thead>
<tr>
<th>Other Test(s) (e.g., GMAT, MCAT)</th>
<th>n/a</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Students who are admitted to the program must meet the Graduate School minimum requirements ([https://grad.wisc.edu/admissions/requirements/](https://grad.wisc.edu/admissions/requirements/)), including completion of a bachelor's degree which typically consists of a satisfactory undergraduate education in fields such as food science, dairy science, chemistry, most biological sciences (e.g., biochemistry, microbiology, nutrition), and engineering (especially chemical and agricultural). To enter the program, students must have taken at least one course in biochemistry (examples include BIOCHEM 501 or BIOCHEM/NUTR SCI 510) and one course in organic chemistry (examples include CHEM 341, CHEM 343, or CHEM 345).

**Requirements Detail**

- **English Proficiency Test**
  - TOEFL: 92
  - IELTS: 7.0
  - MELAB: 82
  - (only one English test needs to be taken)

Recommendation for admission is determined almost solely by the faculty member food science or affiliated faculty member ([https://foodsci.wisc.edu/faculty.php](https://foodsci.wisc.edu/faculty.php)). Final admission is determined by the Graduate School.

The recommendation for admission is made usually based on the review of the following:

- applicant's online application ([https://grad.wisc.edu/admissions/process/](https://grad.wisc.edu/admissions/process/))
- academic record (scanned PDF academic transcripts)
- official test scores (sent directly from the testing agency (code: 1846)) of English proficiency test (non-native English speaking applicants ([https://grad.wisc.edu/admissions/requirements/](https://grad.wisc.edu/admissions/requirements/) only)
- recommendation letters (three)
- personal statement (reasons for graduate study) up to two pages double-spaced
- CV or resume
- applicant's particular research interest(s) as indicated in supplemental application
- available funding/space in their research lab

After the application is submitted, applicants should contact faculty ([https://foodsci.wisc.edu/faculty.php](https://foodsci.wisc.edu/faculty.php)) members directly (via email) to discuss research opportunities in their labs. Some dialogue can be exchanged in advance. However, like virtually all institutions that support graduate studies, one must submit a formal application to UW-Madison before being considered for admission. The Food Science Department cannot take any action regarding admission until the application is complete. We do not pre-screen applications, nor do we provide an.
informal assessment of qualifications based on volunteered documents from individuals prior to application.

Students interested in applying for the food science program should look closely at the website (http://www.foodsci.wisc.edu/grad_apply.php) for specific information about the admissions process.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

We recommend that your application be complete by the application deadlines in order to be considered for funding. Financial assistance is sometimes available to qualified individuals in the form of research assistantships, teaching assistantships, or fellowships. Fellowships are granted to students meeting specific criteria and with outstanding academic records. Research assistantships are awarded by individual professors through funds available to their research programs. Funding is awarded on a competitive basis and renewed annually pending the student's satisfactory progress. (Teaching assistant positions in food science are available primarily to students who have already been enrolled for at least two semesters.)

Please be advised that you do not need to make a separate application for financial support as your admission application will also serve as an application for assistantships and fellowships.

Prospective students are encouraged to search and apply for external funding sources (scholarships and fellowships) on their own. (If faculty do not have funding or lab space available, they often do not accept new students into their labs.) Additionally, prospective students are encouraged to apply for graduate assistantship (teaching, research, or project) positions in other UW–Madison departments to potentially defray the costs of their studies. See Graduate School Funding pages (https://grad.wisc.edu/studentfunding/steps/) for more information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>No more than 6 credits of C, D, or F grades are allowed during a given graduate program.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Students are required to have a graduate program advisory committee (GPAC). Within 6 months, the students meet with their GPAC to establish the coursework. Afterwards, students meeting every year to monitor progress toward their degree. Doctoral students are required to take a preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Defense and deposit of the doctoral dissertation with the Graduate School is required. Additional requirements determined by the department: The preliminary exam cannot be taken until 39 graduate residence credits are completed as well as ALL required coursework except for FOOD SCI 990 Research and 1 credit of graded FOOD SCI 900 Seminar Advanced (student gives a seminar presentation and class is taken for a grade).</td>
</tr>
</tbody>
</table>

Language: Food Science does not have a foreign language Requirements requirement.
# REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Students are expected to have taken one course each in organic chemistry and biochemistry. If they enter the program without these courses, students are required to take them before graduating.</td>
<td></td>
</tr>
<tr>
<td>Degree Requirements</td>
<td>At least 8 credits of FOOD SCI (610-679, 700-899) or closely related courses (any graduate level)</td>
<td></td>
</tr>
<tr>
<td>Graduate Seminar</td>
<td>Upon entry in the program, students must enroll every semester in this course. The student only receives a letter grade when they present their research.</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 900</td>
<td>Seminar Advanced ¹</td>
<td></td>
</tr>
<tr>
<td>Food Science Core Courses</td>
<td>If students have taken similar “Food Science Core” courses prior to entering the program, these courses may be waived.</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 410</td>
<td>Food Chemistry</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 432</td>
<td>Principles of Food Preservation</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI/ MICROBIO 325</td>
<td>Food Microbiology</td>
<td></td>
</tr>
<tr>
<td>Statistics</td>
<td>Students must take a course in statistics if they have not done so prior to entering the program. Typically students will take one of the following:</td>
<td></td>
</tr>
<tr>
<td>STAT/M E 424</td>
<td>Statistical Experimental Design</td>
<td></td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/</td>
<td>Statistical Methods for Bioscience I</td>
<td></td>
</tr>
<tr>
<td>HORT 571</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/</td>
<td>Statistical Methods for Bioscience II</td>
<td></td>
</tr>
<tr>
<td>HORT 572</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teaching Experience Requirement</td>
<td>All students are required to take a teaching pedagogy course in addition to either holding a TA position or taking the FOOD SCI 799 practicum course.</td>
<td></td>
</tr>
<tr>
<td>FOOD SCI 799</td>
<td>Practicum in Food Science Teaching</td>
<td></td>
</tr>
<tr>
<td>or A Teaching Assistant (TA) position in any department</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electives</td>
<td>Students take courses with the graduate attribute at the 600-level and up in Food Science and related disciplines to meet the 51-credit minimum requirement.</td>
<td></td>
</tr>
</tbody>
</table>

¹ Two graded graduate seminars are required (one before the prelim and one before graduation). The semester students present their research, this course is graded. Otherwise, students take it as Satisfactory/Unsatisfactory.

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**DOCTORAL MINOR**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Affiliated Instructional Course or Workshop (Optional)</strong></td>
<td>0-3</td>
</tr>
</tbody>
</table>

---

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Prior graduate-level coursework from other institutions does not count toward minimum credit requirements for the major, but may satisfy specific food science course requirements. No more than 6 credits from prior graduate level coursework may be applied toward fulfillment of the distributed minor requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW-Madison Undergraduate**

Prior coursework as a UW-Madison undergraduate student does not count toward minimum credit requirements for the major, but may satisfy specific food science course requirements.

**UW-Madison University Special**

Prior coursework taken as a University Special student does not count toward minimum credit requirements for the major, but may satisfy specific food science course requirements.

**PROBATION**

Candidates not making satisfactory progress will be placed on probation. If this probationary status is not resolved by the end of the semester in which it is initiated, the candidate may be dismissed by their faculty advisor.

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis. An advisor is a faculty member or affiliate faculty member from the major department responsible for providing advice about the student’s coursework, supervising the student’s research, and acting as a mentor to the student through the student’s graduate career.
The student’s graduate program advisory committee (GPAC) also is involved in advising of the student in various stages of their studies to monitor and ensure they are making satisfactory progress toward a degree. For Ph.D. candidates, the GPAC should consist of at least four members as detailed in the Food Science Graduate Student Handbook. One member must have a tenure home in the Department of Food Science. The Graduate School requires that at least three committee members are designated as readers. Readers are committee members who commit themselves to closely reading, reviewing and approving the entire dissertation before it is deposited with the Graduate School.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

It is expected that students will complete all degree requirements in five years.

Dissertators cannot schedule their dissertation defense sooner than six months after the actual date of passing the preliminary examination.

A candidate for a doctoral degree who fails to take the final oral examination (thesis defense) and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination to be admitted to candidacy a second time. (per Graduate School Policy)

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
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- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**College of Agricultural and Life Sciences: Grievance Policy**

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case
merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
Students are admitted by faculty in the department through direct admission.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates potentials and limits of core paradigms in food science; formulates ideas and extrapolations beyond current boundaries of knowledge.
2. Develops breadth through competencies in minor field(s) of study.
3. Fosters ethical and professional conduct.
4. Critically evaluates evidence to articulate research questions and develop appropriate research hypotheses.
5. Formulates an effective experimental design and develops appropriate methodology to address problems in a systematic manner.
6. Creates knowledge that makes a substantive contribution to the field and articulates how society may benefit.
7. Communicates complex ideas in a succinct and understandable manner to diverse audiences.
8. Develops mentoring and teaching skills.

PEOPLE

Faculty:

Professors: Hartel, Ingham, Lucey, Rankin (chair)

Assistant Professors: Bolling, Girard, Huynh, Ujor, van Pijkeren

FOREST AND WILDLIFE ECOLOGY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Forestry, Doctoral Minor (p. 777)
• Forestry, M.S. (p. 778)
• Forestry, Ph.D. (p. 781)
• Wildlife Ecology, Doctoral Minor (p. 785)
• Wildlife Ecology, M.S. (p. 785)
• Wildlife Ecology, Ph.D. (p. 789)

PEOPLE

FACULTY
Bowe, Scott
Burivalova, Zuzana
Drake, David
Karasov, William
Kruger, Eric (chair)
Lutz, R. Scott
Ozdogan, Mutlu
Paul, Jonathan
Peery, M. Zach
Pidgeon, Anna
Radeloff, Volker
Ribic, Christine
Rickenbach, Mark
Rissman, Adena
Stanosz, Glen
Townsend, Philip
Van Deelen, Timothy
Zuckerberg, Benjamin

AFFILIATED FACULTY
Balster, Nick (Soil Science)
Lindroth, Richard (Entomology)
Marin-Spiotta, Erika (Geography)

FACULTY ASSOCIATE
Berkelman, James

FORESTRY, DOCTORAL MINOR

ADMISSIONS

Please see the Department of Forest and Wildlife Ecology’s Graduate Study—Overview page (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/application-process/) for additional information including a form to fill out for the minor.
REQUIREMENTS

The doctoral minor in Forestry is designed for students who wish to receive an Option A External Minor in Forestry to augment their Ph.D. curriculum. This minor option is not available to students pursuing a Ph.D. in Forestry.

Students who elect Forestry as a minor in their training for the doctorate will take at least 9 credits of courses. The courses will be determined by the student's interest after consultation with the Forestry Graduate Programs Chair.

PEOPLE

FACULTY

Bowe, Scott
Burivalova, Zuzana
Drake, David
Karasov, William
Kruger, Eric (chair)
Lutz, R. Scott
Ozdogan, Mutlu
Pauli, Jonathan
Peery, M. Zach
Pidgeon, Anna
Radeloff, Volker
Ribic, Christine
Rickenbach, Mark
Rissman, Adena
Stanosz, Glen
Townsend, Philip
Van Deelen, Timothy
Zuckerberg, Benjamin

AFFILIATED FACULTY

Balster, Nick (Soil Science)
Lindroth, Richard (Entomology)
Marin-Spiotta, Erika (Geography)

FACULTY ASSOCIATE

Berkelman, James

FORESTRY, M.S.

The Department of Forest and Wildlife Ecology offers graduate education and training in a number of areas leading to the master of science and/or the doctor of philosophy in forestry or wildlife ecology. The program takes pride in its outstanding research reputation and the success of graduates working throughout the world. The wildlife ecology program was founded by Aldo Leopold in 1939, and has maintained his vision and legacy of excellence in current research and graduate training activities. Leopold's career spanned two professions, forestry and wildlife conservation, so the program strives to maintain excellence in both fields.

Master’s and doctoral work in forestry is offered in the following areas: forest ecology, silviculture, forest ecosystem analysis and management, landscape ecology and planning, forest stand dynamics, forest restoration ecology, tree physiology, remote sensing of forests and natural resources, natural resource policy, social forestry, forest management, ecosystem services, and economics of forests and natural resources.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>February 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
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</tbody>
</table>

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program's website (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/application-process/) for details.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Additional information regarding funding for Forest and Wildlife Ecology graduate students is available on the departmental website (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/current-employment-opportunities/).
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
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<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
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<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
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<td>Students in the Forestry M.S. must complete certification paperwork to outline their coursework and prepare, publicly present, and defend a thesis.</td>
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Language | Contact the program for information on any language Requirements requirements.

REQUIRED COURSES

The Forestry M.S. prescribes no specific graduate coursework due to the diversity of research areas available, and students select appropriate graduate-level coursework in consultation with their advisor and a graduate advisory committee.

However, there are still some minimum requirements that need to be met by all Forestry M.S. students. Students must complete a total of 30 credits include at least one professional development seminar and one graduate-level seminar. The rest of the credits and course work in selected in consultation with the majors advisor and committee. Student may use F&W ECOL 990 Research and Thesis credits toward these requirements.

Additional information and forms related to program-specific courses is available in the program handbook (https://forestandwildlifeecology.wisc.edu/academics/2141798244_4e0823cb05_k/forestry-handbook/).

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With M.S. committee approval and academic affairs committee approval, students are allowed to count no more than 14 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

Students may count up to 7 credits of coursework numbered 300 level or above upon approval of the M.S. committee and the academic affairs committee. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With M.S. committee approval and academic affairs committee approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result
in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**College of Agricultural and Life Sciences: Grievance Policy**

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional
information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
The department does not routinely accept new graduate students into the program unless they meet all admission requirements. In the vast majority of cases, students will only be admitted when: financial support for the student is currently in the hands of a faculty member, funding is assured by the time a student begins; or a student brings independent funding and has contacted a faculty member who agrees to serve as advisor.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates, critiques, and elaborates the theories, research methods, and approaches to inquiry in the field of forest science.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of forest science.
3. Demonstrates understanding of the field of forest science in a historical, social, and global context.
4. Evaluates and synthesizes information pertaining to questions or challenges in the field of forest science.
5. Selects and utilizes the most appropriate methodologies and practices.
6. Communicates clearly in ways appropriate to the field of forest science.

PEOPLE

FACULTY
Bowe, Scott
Burivalova, Zuzana
Drake, David
Karasov, William
Kruger, Eric (chair)
Lutz, R. Scott
Ozdogan, Mutlu
Pauli, Jonathan

Peery, M. Zach
Pidgeon, Anna
Radeloff, Volker
Ribic, Christine
Rickenbach, Mark
Rissman, Adena
Stanosz, Glen
Townsend, Philip
Van Deelen, Timothy
Zuckerberg, Benjamin

AFFILIATED FACULTY
Balster, Nick (Soil Science)
Lindroth, Richard (Entomology)
Marin-Spiotta, Erika (Geography)

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Berkelman, James

FORESTRY, PH.D.
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ADMISSIONS
Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

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<tr>
<td>Examinations)</td>
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Forestry, Ph.D.

English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT)

n/a

Letters of Recommendation Required

3

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program’s website (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/application-process/) for details.

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Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Additional information regarding funding for Forest and Wildlife Ecology graduate students is available on the departmental website (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/current-employment-opportunities/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

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Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison Campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

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<td>51 credits</td>
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<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
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<td>Other Grade Requirements</td>
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<td>Students in the Forestry Ph.D. must complete certification paperwork to outline their coursework, pass an oral preliminary examination, and prepare, publicly present, and defend a dissertation.</td>
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</tr>
<tr>
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<td>All doctoral students are required to complete a minor.</td>
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</table>

REQUIRED COURSES

The Forestry M.S. prescribes no specific graduate coursework due to the diversity of research areas available, and students select appropriate graduate-level coursework in consultation with their advisor and a graduate advisory committee.

However, there are still some minimum requirements that need to be met by all Forestry Ph.D. students. Students must complete a total of 51 credits include at least one professional development seminar and one graduate-level seminar. The rest of the credits and course work in selected in consultation with the majors advisor and committee. Student may use F&W ECOL 990 Research and Thesis credits towards these requirements.

Additional information and forms related to program-specific courses is available in the program handbook.
(https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/forestry-handbook/).

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

For well-prepared advanced students, the program may accept prior graduate coursework from other institutions toward the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

For well-prepared advanced students, the program may decide to accept up to 7 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison University Special**

The program may decide to accept up to 15 UW–Madison Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis).

UW–Madison coursework taken as a Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above and converted to graduate student credit (https://grad.wisc.edu/acadpolicy/?policy=universityspecialstudentcreditconversion). Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
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College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

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1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER

The department does not routinely accept new graduate students into the program unless they meet all admission requirements. In the vast majority of cases, students will only be admitted when: financial support for the student is currently in the hands of a faculty member; funding is assured by the time a student begins; or a student brings independent funding and has contacted a faculty member who agrees to serve as advisor.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of forest science.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of forest science.
3. Demonstrates breadth within their learning experiences.
4. Advances contributions of the field of forest science to society.
5. Creates research and scholarship that makes a substantive contribution.
6. Communicates complex ideas in a clear and understandable manner.

PEOPLE

FACULTY

Bowe, Scott
Burivalova, Zuzana
Drake, David
Karasov, William
Kruger, Eric (chair)
Lutz, R. Scott
Ozdogan, Mutlu
Pauli, Jonathan
Peery, M. Zach
Pidgeon, Anna
Radeloff, Volker
WILDLIFE ECOLOGY, DOCTORAL MINOR

Wildlife ecology involves the use of scientific methods to understand how the environment influences wildlife and their populations, as well as the application of ecological research to the management and conservation of wildlife. Wildlife science makes use of a broad range of disciplines including ecology, organismal biology, ecosystem science, genetics, physiology, evolution, and quantitative methods. Wildlife Ecology doctoral minors are expected to have a general understanding of wildlife natural history, the ecology of their populations, basic research methods for studying wildlife, and current problems in wildlife management and conservation.

ADMISSIONS

Please see the Department of Forest and Wildlife Ecology’s Graduate Study-Overview page (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/application-process/) for additional information including a form to fill out for the minor.

REQUIREMENTS

The Ph.D. Minor in Wildlife Ecology is designed for students who wish to receive an Option A External Minor in Wildlife Ecology to augment their Ph.D. curriculum. This minor option is not available to students pursuing a Ph.D. in Wildlife Ecology.

Students who elect Wildlife Ecology as a minor in their training for the doctorate will take at least 9 credits of courses. The courses will be determined by the student's interest after consultation with the Wildlife Ecology Graduate Programs Chair.

PEOPLE

FACULTY

Bowe, Scott
Burivalova, Zuzana
Drake, David
Karasov, William
Kruger, Eric (chair)
Lutz, R. Scott

Ozdogan, Mutlu
Pauli, Jonathan
Peery, M. Zach
Pidgeon, Anna
Radeloff, Volker
Ribic, Christine
Rickenbach, Mark
Rissman, Adena
Stanosz, Glen
Townsend, Philip
Van Deelen, Timothy
Zuckerberg, Benjamin

AFFILIATED FACULTY

Balster, Nick (Soil Science)
Lindroth, Richard (Entomology)
Marin-Spiotta, Erika (Geography)

FACULTY ASSOCIATE

Berkelman, James

WILDLIFE ECOLOGY, M.S.

The Department of Forest and Wildlife Ecology offers graduate education and training in a number of areas leading to the master of science and/or the doctor of philosophy degree in Wildlife Ecology. The department takes pride in its program's outstanding research reputation and the success of graduates working throughout the world. The Wildlife Ecology program was founded by Aldo Leopold in 1939, and the program has maintained his vision and legacy of excellence in our current research and graduate training activities.

Master's and doctoral work in wildlife ecology typically focus on areas of wildlife ecology that reflect the expertise of the faculty, including but not limited to: behavioral ecology, physiological ecology, population dynamics, wildlife disease, community ecology, landscape ecology, wildlife management, wildlife-habitat linkages, molecular ecology, human dimensions, species distribution modeling, climate change, endangered species recovery, conservation biology, toxicology, and wildlife damage management.

The department is home to the US Geological Survey, Wisconsin Cooperative Wildlife Research Unit. In this program, research in support of state and federal wildlife conservation programs are given priority.

In recent years, annual research support for the department's programs has averaged between three to four million dollars drawn from an array of federal, state, and conservation organizations and private donors. Competition for admission is very strong and not every admissible student can or will be offered financial support. Graduate assistantships and/or fellowships may be available for a limited number of well-qualified students. Before submitting an application for admission, interested students should contact individual faculty to determine whether an assistantship or other financial aid might be available. Once admitted, students work closely with major professors and an advisory committee to develop a research program.
ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
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<tr>
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<tr>
<td>Spring Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 1 for domestic applicants; February 1 for international applicants</td>
</tr>
</tbody>
</table>

GRE (Graduate Record Examinations) Not required.

English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Applicants are encouraged to apply earlier than the dates listed above. Please check the program's website (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/application-process/) for details about the admission process.

PRE-REQUISITES

Students are expected to enter the program having taken a majority of the following coursework, but deficient courses may be taken while in the program in consultation with the student's Graduate Committee.

- one course in ecology, with population ecology/dynamics strongly recommended
- one course in conservation biology, wildlife management, natural resources policy, or human dimensions of natural resources
- one course in animal organismal biology (e.g., physiology, terrestrial vertebrates, ornithology)
- one course in genetics or evolution

Coursework used to fulfill the prerequisite courses listed above do not need to adhere to the prior course work rules (https://grad.wisc.edu/documents/prior-coursework/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Additional information regarding funding for Forest and Wildlife Ecology graduate students is available on the departmental website (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/current-employment-opportunities/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW–Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
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</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement: Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework (300+ level courses with a graduate attribute); courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/). Overall Graduate GPA Requirement: 3.00 GPA required. Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. Assessments and Examinations: Wildlife Ecology M.S. students must complete an entrance seminar, coursework certification meeting and paperwork, a exit seminar, and a defense of a thesis. Language Requirements: None.

REQUIRED COURSES
Additional information and forms related to program-specific courses is available in the program handbook (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/wildlife-ecology-handbook/).

Students must complete a total of 30 credits to meet graduation requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Pre-requisite Coursework</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Students must take, for credit, all of the department’s prerequisite courses that have not been completed prior to entering the program; the major professor will review these requirements with the student soon after they are accepted into the program.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Graduate Seminars</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Students must enroll in at least two graduate seminars. These should be selected in consultation with the major professor and the graduate committee.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Statistics</td>
<td></td>
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<tr>
<td></td>
<td>Students must take at least one graduate-level course in statistics.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Individual Course Plan</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Remaining coursework will be determined in consultation with the student’s graduate committee.</td>
<td></td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With M.S. committee approval and Academic Affairs Committee approval, students are allowed to count no more than 14 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
Students may count up to 7 credits of coursework numbered 300 or above upon approval of the M.S. committee and the Academic Affairs Committee. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison University Special
With M.S. or Ph.D. committee approval and Academic Affairs Committee approval and payment of the difference in tuition (between Special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER

Additional information for students in the Department of Forest and Wildlife Ecology can be found on the Graduate Programs page (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/application-process/) for the department.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
LEARNING OUTCOMES

1. Articulates, critiques, and elaborates the theories, research methods, and approaches to inquiry and practice in the field of wildlife ecology and natural resource management.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of wildlife ecology and natural resource management.
3. Demonstrates understanding of the field of wildlife ecology and natural resource management in a historical, social, and global context.
4. Evaluates and synthesizes information pertaining to questions or challenges in the field of wildlife ecology and natural resource management.
5. Communicates clearly in ways appropriate to the field of wildlife ecology and natural resource management.
6. Selects and utilizes the most appropriate methodologies and practices.

PEOPLE

FACULTY
Bowe, Scott
Burivalova, Zuzana
Drake, David
Karasov, William
Kruger, Eric (chair)
Lutz, R. Scott
Ozdogan, Mutlu
Pauli, Jonathan
Peery, M. Zach
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Rissman, Adena
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Balster, Nick (Soil Science)
Lindroth, Richard (Entomology)
Marin-Spiotta, Erika (Geography)

FACULTY ASSOCIATE
Berkelman, James

WILDLIFE ECOLOGY, PH.D.
The Department of Forest and Wildlife Ecology offers graduate education and training in a number of areas leading to the master of science and/or the doctor of philosophy degree in Wildlife Ecology. The department takes pride in its program's outstanding research reputation and the success of graduates working throughout the world. The Wildlife Ecology program was founded by Aldo Leopold in 1939, and the program has maintained his vision and legacy of excellence in our current research and graduate training activities.

Master's and doctoral work in wildlife ecology typically focus on areas of wildlife ecology that reflect the expertise of the faculty, including but not limited to: behavioral ecology, physiological ecology, population dynamics, wildlife disease, community ecology, landscape ecology, wildlife management, wildlife-habitat linkages, molecular ecology, human dimensions, species distribution modeling, climate change, endangered species recovery, conservation biology, toxicology, and wildlife damage management.

The department is home to the U.S. Geological Survey, Wisconsin Cooperative Wildlife Research Unit. In this program, research in support of state and federal wildlife conservation programs are given priority.

In recent years, annual research support for the department's programs has averaged between three to four million dollars drawn from an array of federal, state, and conservation organizations and private donors. Competition for admission is very strong and not every admissible student can or will be offered financial support. Graduate assistantships and/or fellowships may be available for a limited number of well-qualified students. Before submitting an application for admission, interested students should contact individual faculty to determine whether an assistantship or other financial aid might be available. Once admitted, students work closely with major professors and an advisory committee to develop a research program.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>February 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>
| English Proficiency Test             | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).
| Other Test(s) (e.g., GMAT, MCAT)     | n/a                        |
| Letters of Recommendation Required   | 3                          |

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic
program admission requirements are often more rigorous than those set by the Graduate School. Applicants are encouraged to apply earlier than the dates listed above. Please check the program’s website (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/application-process/) for details about the admissions process.

PREREQUISITES
Students are expected to enter the program having taken a majority of the following coursework, but deficient courses may be taken while in the program in consultation with the student’s Graduate Committee.

- one course in ecology, with population ecology/dynamics strongly recommended
- one course in conservation biology, wildlife management, natural resources policy, or human dimensions of natural resources
- one course in animal organismal biology (e.g., physiology, terrestrial vertebrates, ornithology)
- one course in genetics or evolution

Coursework used to fulfill the prerequisite courses listed above do not need to adhere to the prior course work rules (https://grad.wisc.edu/documents/prior-coursework/).

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Additional information regarding funding for Forest and Wildlife Ecology graduate students is available on the departmental website (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/current-employment-opportunities/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

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<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
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<tbody>
<tr>
<td>Yes</td>
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<td>No</td>
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Mode of Instruction Definitions
- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
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- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

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<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework (300+ level courses with a graduate attribute); courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

Assessments and Examinations
- Wildlife Ecology Ph.D. students must complete a public entrance seminar, coursework certification meeting and paperwork, a qualifying exam, a preliminary exam, an exit seminar, and a defense of the dissertation.

Language Requirements
- None.

Doctoral Minor/Breadth Requirements
- All doctoral students are required to complete a minor.

REQUIRED COURSES
Additional information and forms related to program-specific courses is available in the program handbook (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/wildlife-ecology-handbook/).
Students must complete a total of 51 credits to meet graduation requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Pre-requisite Coursework</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Students must take, for credit, all of the department’s prerequisite courses that have not been completed prior to entering the program; the major professor will review these requirements with the student soon after they are accepted into the program.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Graduate Seminars</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Students must enroll in at least two graduate seminars. These should be selected in consultation with the major professor and the graduate committee.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Statistics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Students must take at least one graduate-level course in statistics.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Individual Course Plan</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Remaining coursework will be determined in consultation with the student’s graduate committee.</td>
<td></td>
</tr>
</tbody>
</table>

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

For well-prepared advanced students, the program may accept prior graduate coursework from other institutions toward the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

For well-prepared advanced students, the program may decide to accept up to 7 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With payment of the difference in tuition (between University Special and graduate tuition), the program may decide to accept up to 15 University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) for all students to seek grievance assistance and support
- Employee Assistance (http://www.eao.wisc.edu/) for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff) or the Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination).
   a. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean who will refer it to the appropriate unit.
   b. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a final decision within 20 working days of receipt of the committee recommendation.

OTHER

Additional information for students in the Department of Forest and Wildlife Ecology can be found on the Graduate Programs page (https://forestandwildlifeecology.wisc.edu/academics/21417982244_4e0823cb05_k/application-process/) for the department.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of wildlife ecology and natural resource management.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of wildlife ecology and natural resource management.
3. Demonstrates breadth within their learning experiences.
4. Advances contributions of the field of wildlife ecology and natural resource management to society.
5. Communicates complex ideas in a clear and understandable manner.
6. Creates research and scholarship that makes a substantive contribution.

PEOPLE

FACULTY
Bowe, Scott
Burivalova, Zuzana
Drake, David
Karasov, William
Kruger, Eric (chair)
Lutz, R. Scott
Ozdogan, Mutlu
Pauli, Jonathan
Peery, M. Zach
Pidgeon, Anna
Radeloff, Volker
Ribic, Christine
Rickenbach, Mark
Rissman, Adena
Stanosz, Glen
Townsend, Philip
Van Deelen, Timothy
Zuckerberg, Benjamin

AFFILIATED FACULTY
Balster, Nick (Soil Science)
Lindroth, Richard (Entomology)
Marin-Spiotta, Erika (Geography)

FACULTY ASSOCIATE
Berkelman, James

FRENCH AND ITALIAN

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- French Studies, MFS (p. 793)
- French, Doctoral Minor (p. 800)
- French, M.A. (p. 800)
- French, Ph.D. (p. 806)
- Italian, Doctoral Minor (p. 812)
- Italian, M.A. (p. 812)
- Italian, Ph.D. (p. 815)

PEOPLE

French Faculty: Professors Bousquet, Debaisieux, Goodkin, Miernowski, Vatan and Vila; Associate Professors Armstrong, El Nossery and Willis Allen; Faculty Associates Deitz and Theobald; Senior Lecturer Miernowska

Italian Faculty: Professors Buccini (chair), Livorni and Rumble; Associate Professors Menechella, Phillips-Court and Todorovic; Associate Faculty Eadie

FRENCH STUDIES, MFS

The Master of French Studies (MFS) is a professional degree earned in the Professional French Masters Program (PFMP). The PFMP is separate from the graduate program in French and Francophone literature. It is an interdisciplinary program combining advanced graduate-level course work in French language and Francophone culture with concentration-area course work in one of six professional concentration areas: French and business, French and education, French and international education, French and European Union affairs, French and international development, and French and media/arts/cultural production. The PFMP prepares graduate students for careers in business, government, nonprofit organizations, media, advertising, and the arts. All PFMP students do a professional internship in their field in a French-speaking country, and present a professional portfolio at the end of their studies.

ADMISSIONS

Students apply to the Master of French Studies through one of the named options:

- Full-Time Academic (p. 797)
- French Studies Summer Institute (https://guide.wisc.edu/graduate/french-italian/french-studies-mfs/french-studies-french-studies-summer-institute-mfs/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students working toward the MFS degree are enrolled in the Professional French Master’s Program (https://pfmp.wisc.edu/). Professional French Master’s Program students may apply for financial aid (https://financialaid.wisc.edu/) and are automatically considered for a number of small private scholarships. They often work part-time, and professional internships sometimes come with small stipends. PFMP students are not eligible for teaching or research assistantships that cover tuition. However, all PFMP students pay the same per-credit tuition (https://pfmp.wisc.edu/how-much-does-the-pfmp-cost/).
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>30 credits</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement: Half of the degree coursework (15 of 30 total credits) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: B or better in FRENCH 615.

Assessments and Examinations: Internship, oral examination, and professional portfolio.

Language Requirements: See Named Options for policy information.

REQUIRED COURSES

Select a Named Option (https://guide.wisc.edu/graduate/french-italian/french-studies-mfs/#NamedOptions) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of French Studies must select one of the following named options:

View as listView as grid

- FRENCH STUDIES: FRENCH STUDIES SUMMER INSTITUTE, MFS (P. 795)
- FRENCH STUDIES: FULL-TIME ACADEMIC, MFS (P. 797)

POLICIES

Students should refer to one of the named options for policy information:

- Full-Time Academic (p. 797)
- French Studies Summer Institute (https://guide.wisc.edu/graduate/french-italian/french-studies-mfs/french-studies-french-studies-summer-institute-mfs/)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Speak, read, listen and write in French at a level sufficient to work successfully among native French speakers in the student's concentration area.
2. Identify, select and retrieve primary and secondary sources in research projects, using techniques expected by professionals working in the student's concentration area.
3. Demonstrate a thorough understanding of the relationship between practices and perspectives in the cultures of the world's major French-speaking regions.
4. Articulate, critique, and elaborate the major professional approaches and best practices in the student's concentration area.
5. Demonstrate understanding of the student's concentration area in its historical and cultural context.
6. Successfully apply major professional approaches and best practices to professional projects in a French-speaking organizational setting outside the United States, in the student's concentration area.
7. Use the most appropriate methodologies for success when beginning or returning to work in the student's concentration area.

PEOPLE

FRENCH FACULTY AND ACADEMIC STAFF

Professors Bousquet and Debaisieux

PFMP Director Ritt Deitz; other faculty from across campus also teach in the program.
FRENCH STUDIES: FRENCH STUDIES SUMMER INSTITUTE, MFS

This is a named option in the French Studies MFS. (p. 793)

The Professional French Studies Summer Institute program teaches interdisciplinary skills needed to operate in professional French settings around the world—this is particularly important to teachers, who collaborate with each other in the program as they hone their connections to those cultures and practices. Teachers intern in all fields, not just education, and are among the most connected colleagues in their schools to the "real world" using their French.

The Summer Studies Institute program is the Professional French Masters Program's part-time pathway to the degree, for working French teachers. Our program is a part-time hybrid program with online and face-to-face components. You will update your sense of current events in the French-speaking world, improve your speaking and writing, solidify your grammar and style, and intern in French in a professional setting—in a personalized internship in the final summer.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>April 20*</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>November 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>April 20</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proiciency">https://grad.wisc.edu/apply/requirements/#english-proiciency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* Early acceptance deadline or if applying to live at the French House (http://uwfrenchhouse.org/residence/): January 15
  Regular application deadline: April 20

- STEP 1: GRADUATE SCHOOL APPLICATION
  - Graduate School Application (online) (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f)

Note: For this program, select "French Studies, MFS," not "French MA."

Note: the application will ask you to list 3 people who will write letters of recommendation for you. At least one of the letters should address your overall proficiency, creativity, and style of expression in the French language. These may be professors, instructors, supervisors, or anyone who is familiar with your work and may give us a sense of your readiness for our program.

Note: the CV you submit must be in English. You may also submit a French-language version, but this is not required.

- Application fee (waived for current and former TAPIF participants)
- GRE Scores (http://www.ets.org/gre/) UW-Madison's institution code is 1846.
- For international students whose native language is not English: IELTS or TOEFL scores. (All international applicants must also pay a one-time processing fee.)

STEP 2: PROGRAM INFORMATION

As you are filling out your Graduate School Application, you will be asked to complete a "Supplemental Application." This allows you to upload information required specifically by the Professional French Masters Program:

A writing sample in French (i.e., a graded undergraduate term paper)
Your statement of purpose (1 page, in French).

What is your chosen concentration area, and how do you expect it, and the French Studies MFS in general, to position you for a more satisfying professional life? If you have experience working or studying in your chosen concentration area, please elaborate; otherwise, tell us why you would like to move in this direction now. Although you may use dictionaries and other resources, we trust that this statement will be written without assistance. NOTE: in most cases, we will schedule an oral interview in French, either in person or by telephone.

QUESTIONS?

Contact Ritt Deitz, Director. (608) 262-4090 or mdeitz@wisc.edu.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 30 credits

Minimum Residence Credit Requirement 16 credits

Minimum Graduate Coursework Requirement Half of the degree coursework (15 of 30 total credits) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/)

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements B or better in FRENCH 615.

Assessments and Examinations Internship, oral examination, and professional portfolio.

Language Requirements No additional language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRENCH 615</td>
<td>Grammaire avancee</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 616</td>
<td>Social Responsibility in Contemporary French-Language Professional Writing</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 617</td>
<td>Contemporary Skill Set Literature in French</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 618</td>
<td>Career Strategies for the French-Speaking World</td>
<td>2</td>
</tr>
<tr>
<td>FRENCH 623</td>
<td>Communication orale en situations professionnelles</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 642</td>
<td>Culture et sociétés dans le monde francophone</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 793</td>
<td>Professional French Masters Program Internship</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 799</td>
<td>Independent Study (Portfolio)</td>
<td>4</td>
</tr>
<tr>
<td>FRENCH/ITALIAN 821</td>
<td>Issues in Methods of Teaching French and Italian (SLA Concepts)</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 901</td>
<td>Seminar-Materials and Methods of Research (Curricular Design and Assessment)</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits 30

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
No graduate coursework from other institutions is allowed to count towards the degree.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, University Special students enrolled in the capstone certificate "French Studies for Teachers" may count up to 9 credits of coursework taken while they are capstone students toward the MFS degree.

PROBATION

Students are reviewed annually by program leadership and may be placed on probation if they are not making satisfactory progress on program requirements.

ADVISOR / COMMITTEE

Students are advised by the PFMP Director, and their master's project is assessed by a three-person master's committee.

CREDITS PER TERM ALLOWED

13 credits

TIME CONSTRAINTS

Students who have allowed a session to "lapse" without enrolling during that session, and without approval to take a leave of absence, must reapply to the program if they desire to continue. See program "Requirements and Policies" document for more details.
Leaves of absence are viable for one semester only.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employmentdisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

French Studies, MFS and certificate students may not be simultaneously enrolled in other UW-Madison graduate programs, nor are they eligible for project assistantships, teaching assistantships, or other forms of graduate support that provide tuition remission. French Studies students are automatically eligible for selected small scholarships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

FRENCH FACULTY AND ACADEMIC STAFF

Professors Bousquet and Debaisieux

PFMP Director Ritt Deitz; other faculty from across campus also teach in the program.

FRENCH STUDIES: FULL-TIME ACADEMIC, MFS

This is a named option within the French Studies MFS (p. 793). Find information about the full-time academic French Studies MFS program’s requirements and policies here.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall Deadline</strong></td>
<td>April 20*</td>
</tr>
<tr>
<td><strong>Spring Deadline</strong></td>
<td>November 1</td>
</tr>
<tr>
<td><strong>Summer Deadline</strong></td>
<td>April 20</td>
</tr>
<tr>
<td><strong>GRE (Graduate Record Examinations)</strong></td>
<td>Required.</td>
</tr>
<tr>
<td><strong>English Proficiency Test</strong></td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td><strong>Other Test(s) (e.g., GMAT, MCAT)</strong></td>
<td>n/a</td>
</tr>
<tr>
<td><strong>Letters of Recommendation</strong></td>
<td>3 required</td>
</tr>
</tbody>
</table>

* Early acceptance deadline or if applying to live at the French House (http://uwfrenchhouse.org/residence/): January 15

Regular application deadline: April 20

STEP 1: GRADUATE SCHOOL APPLICATION

1. Graduate School Application (online) (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f)

   Note: for this program, select “French Studies, MFS,” not “French MA.”

   Note: the application will ask you to list 3 people who will write letters of recommendation for you. At least one of the letters should address your overall proficiency, creativity, and style of expression.
in the French language. These may be professors, instructors, supervisors, or anyone who is familiar with your work and may give us a sense of your readiness for our program.

Note: the CV you submit must be in English. You may also submit a French-language version, but this is not required.

2. $75.00 application fee (waived for current and former TAPIF participants)

3. GRE Scores (http://www.ets.org/gre/) UW-Madison's institution code is 1846.

4. For international students whose native language is not English: IELTS or TOEFL scores. (All international applicants must also pay a one-time fee of $15.00.)

**STEP 2: PROGRAM INFORMATION**

As you are filling out your Graduate School Application, you will be asked to complete a “Supplemental Application.” This allows you to upload information required specifically by the French Studies, MFS program:

1. A writing sample in French (i.e., a graded undergraduate term paper)
2. Your statement of purpose (1 page, in French).
   What is your chosen concentration area, and how do you expect it, and the French Studies, MFS in general, to position you for a more satisfying professional life? If you have experience working or studying in your chosen concentration area, please elaborate; otherwise, tell us why you would like to move in this direction now.
   Although you may use dictionaries and other resources, we trust that this statement will be written without assistance.
3. NOTE: in most cases, we will schedule an oral interview in French, either in person or by telephone.

Contact Ritt Deitz, Director: (608) 262-4090 or mdeitz@wisc.edu.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Curricular Requirements**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of the degree coursework (15 of 30 total credits) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>B or better in FRENCH 615.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Internship, oral examination, and professional portfolio.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No additional language requirements.</td>
</tr>
</tbody>
</table>

**Required Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRENCH 615</td>
<td>Grammaire avancee</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 616</td>
<td>Social Responsibility in Contemporary French-Language Professional Writing</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 617</td>
<td>Contemporary Skill Set Literature in French</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 618</td>
<td>Career Strategies for the French-Speaking World</td>
<td>2</td>
</tr>
<tr>
<td>FRENCH 623</td>
<td>Communication orale en situations professionnelles</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 642</td>
<td>Culture et sociétés dans le monde francophone</td>
<td>3</td>
</tr>
</tbody>
</table>
**TIME CONSTRAINTS**

Students who have allowed a session to "lapse" without enrolling during that session, and without approval to take a leave of absence, must reapply to the program if they desire to continue. See program "Requirements and Policies" document for more details.

Leaves of absence are viable for one semester only.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

French Studies and certificate students may not be simultaneously enrolled in other UW-Madison graduate programs, nor are they eligible for project assistantships, teaching assistantships, or other forms of graduate support that provide tuition remission. French Studies students are automatically eligible for selected small scholarships.

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### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### NAMED OPTION-SPECIFIC POLICIES

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Students may not count coursework from other institutions toward the MFS degree.

**UW-Madison Undergraduate**

No credits from a UW-Madison undergraduate degree are allowed to count toward the MFS degree.

**UW-Madison University Special**

With program approval, University Special students enrolled in the capstone certificate "French Studies for Teachers" may count up to 9 credits of coursework taken while they are capstone students toward the MFS degree.

**PROBATION**

Students are reviewed annually by program leadership and may be placed on probation if they are not making satisfactory progress on program requirements.

**ADVISOR / COMMITTEE**

Students are advised by the PFMP Director, and their master's project is assessed by a three-person master's committee.

**CREDITS PER TERM ALLOWED**

13 credits
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

FRENCH FACULTY AND ACADEMIC STAFF
Professors Bousquet and Debaisieux
PFMP Director Ritt Deitz; other faculty from across campus also teach in the program.

FRENCH, DOCTORAL MINOR

Our graduate program offers training for teaching and research in all areas of French and Francophone literature and literary history, in critical theory, film, gender and queer studies, romance philology, and foreign language pedagogy.

Learning outcomes:

- Analyze and interpret several theories, research methods, and approaches to inquiry in this discipline
- Demonstrate adequate proficiency in French to lead a well-informed discussion of literature and culture
- Communicate clearly and appropriately in both written and spoken French

ADMISSIONS

To be accepted for graduate work in French toward the doctoral minor, a student should have had the equivalent of not less than four semesters of college French, and be capable of taking courses at the 300 level.

Interested students should consult with the graduate coordinator (Shawn Ramer, ramer@wisc.edu) and have the minor plan approved by the director of graduate studies.

REQUIREMENTS

A student must take a minimum of 9 credits in advanced (300 level and above) French literature, culture, language, and film, taught in French, including at least 3 credits at the 500 level or above. Neither FRENCH 391 French for Reading Knowledge nor any other course taught in English may be counted toward the doctoral minor in French.

Transfer of Credits

Students may be given credit for graduate or advanced undergraduate (300 level or above) courses in French literature taken at other universities, to be determined by the French Instructional Committee. No more than 3 such credits may be transferred.
Materials to Upload to the Online Application:

- Graduate School Application
  - The Graduate School sets minimum requirements by the application deadline of December 20. Applicants for the MA or PhD in French must submit all requirements/#english-proficiency. There is no specific application form—it is a document, much like a CV, that you put together yourself. Include travel, study, or residence abroad. For teaching experience, be specific about subject, level, actual classroom hours/week, and age of students. Also indicate undergraduate and graduate honors, and how you would support yourself if UW was not able to offer support.

- GRE
- Unofficial transcripts
- TOEFL
- IELTS

- Other Test(s) (e.g., GMAT, MCAT)
  - n/a

- Letters of Recommendation
  - 3
  - Our graduate program offers training for teaching and research in all areas of French and Francophone literature and literary history, in critical theory, film, gender and queer studies, romance philology, and foreign language pedagogy. Our large and varied faculty teach graduate courses in all areas and at regular intervals. Consequently, students for the M.A. degree can fulfill course requirements in any given two-year period, and candidates for the Ph.D. can complete course requirements for the Ph.D. within two years of obtaining their M.A. Our program is designed to allow well-qualified students to complete the M.A. in three semesters, and all other requirements for the Ph.D. except the dissertation in four more semesters. Applicants for the MA or PhD in French must submit all application materials by the application deadline of December 20.

- CV
- Writing Sample (essay or paper in French—usually between 7 and 12 pages in length)

- List of French Literature and/or Civilization courses taken and grades received

Questions? Please contact Graduate Coordinator Shawn Ramer.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

OTHER RESOURCES

The Department of French & Italian is committed to providing full funding (https://grad.wisc.edu/funding/) to all graduate students. Students who accept our offer of admission therefore receive fellowships or assistantships that cover tuition and provide eligibility to enroll in excellent comprehensive health insurance (https://www.ohr.wisc.edu/benefits/health/#health-plans) and other benefits (https://www.ohr.wisc.edu/benefits/new-emp/grad.aspx#overview).

Funding is guaranteed for a minimum of 5 years of study for students entering with a B.A., and a minimum of 4 years for those entering with an M.A. Moreover, it has been our departmental practice to continue to offer funding beyond guarantee as possible for students in good academic standing.

Teaching assistantships, the most common form of support in our department, offer the pedagogical experience and training necessary to be competitive on the academic job market. The teaching assignment is usually one course per semester, but double sections (two sections of the same course) can also be requested for an increased stipend, when available. While the guarantee of support means students in good standing will receive funding, the exact assignments are based on need, merit, and experience. Generally, a graduate student will, over the course of study, hold a variety of positions from French 101-204, which are available every semester. Teaching assistantships to provide technology and assessment support to the French MA/Ph.D. program are also available every semester. Students may also have the opportunity to teach more advanced courses, such as FRENCH 228 and FRENCH 271, and LITTRANS 360 depending on departmental need. For more information about our teaching assistantships, please visit our website (https://frit.wisc.edu/graduate/french/teaching_assistantships/).

There are also fellowships (https://grad.wisc.edu/funding/fellowships/) available from several sources on campus each year, including the Chancellor’s fellowship, which starts at around $11,000.
per semester. Advanced Opportunity Fellowships are also available to increase the racial and ethnic diversity of the graduate student population, as well as support economically disadvantaged and first-generation college students. The department also offers a number of monetary awards every year, for academic performance and for teaching. Graduate students can also take advantage of our excellent exchange programs (https://frit.wisc.edu/content/exchange-programs/) during the course of their study.

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### MAJOR REQUIREMENTS

##### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

##### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Over half of degree coursework (18 credits out of 30 total credits) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>
Assessments and Examinations

1) Oral Proficiency Exam: Non-native speakers of French must take an Oral Proficiency Interview administered by the Department and receive a rating of at least "advanced low" during their first two weeks. Depending on the results of this test, up to 6 credits of advanced French language courses and phonetics may be required (for instance: FRENCH 311, FRENCH/INTL BUS 313, etc.).

2) Comprehensive Exams: Students will have the choice between a written and oral examination, or an M.A. thesis and an oral defense.

Option 1: M.A. Examination:

Written Examination:

- The M.A. exam is usually taken by the end of the fourth semester of study, although taking it earlier is possible. It should be taken before the fifth semester of study. Given twice a year, it tests students' mastery of a broad range of texts fundamental to French and Francophone studies, along with their ability to analyze texts, answer questions, and present arguments. The reading list is posted on the program website: https://frit.wisc.edu. In addition to this required list, students will add 30 titles of their choice. They may select these additional texts from the Ph.D. General Reading List, or they may add texts of their own choosing. Each student’s M.A. reading list needs to be approved by the M.A. committee. The list should be completed at least 3 months before the scheduled exam. To take the exam, students sign up with the Graduate Coordinator by April 30th for the August exam; for the January exam they must sign up with the Graduate Coordinator by the November break.

- Format: The written part of the M.A. exam lasts a total of 7 hours. In Part I (4 hours), students are given a choice of three questions within each of the three defined areas (Middle Ages - 16th - 17th; 18th - 19th; 20th - 21st - Francophone and Global French Studies). They must answer one question in each area. Students turn in their answers and take a one-hour break. In Part II (2 hours), students must choose one of three broad essay topics. Part I must be answered in French. Part II may be answered in English or in French.

- Use of Materials, Academic Misconduct: Students are not allowed any notes, documents, electronic files, or books (with the exception of a dictionary). M.A. exams can be handwritten, but if students prefer to use a computer provided by the Department, they should be aware that they are not allowed to consult any files or websites. As with all other methods of evaluating students’ performance in the program, such as course assignments, the Department conforms to university regulations governing academic misconduct. Students should refer to the following university website to familiarize themselves with the definition of and the serious consequences of academic misconduct: https://conduct.students.wisc.edu/academic-integrity/.
A student who fails the written part of the M.A. exam will not take the oral part. The oral usually takes place within a week after the written examination and is conducted entirely in French. It lasts about one hour. Three hours before the oral, the candidate will be given three short extracts from the M.A. Reading List, and they will inform the Graduate Coordinator which extract they will analyze. The candidate will prepare an analysis of this extract in a room reserved for this purpose. There they will not have access to a computer and access to any other electronic devices is not allowed. They will annotate the text or write notes by hand that may be brought to the exam, and may use a dictionary in the preparation of these notes. During the exam the candidate will give an analysis in French of the extract chosen, lasting approximately twenty minutes. This will be followed by 10-15 minutes of discussion of the student’s analysis of the chosen extract, and then by a period of questions (lasting approximately 25 minutes). Some of these questions may pertain to the candidate’s written exam, but others may involve other texts on the M.A. reading list, from other areas.

- Weak Passes, Failures: If a student fails the written part of the exam, they will not take the oral part. They will be able to retake the entire exam at the next exam session. A student who fails the oral part of the exam may be allowed to retake the oral exam one time, at the next exam session, if s/he wishes to be reconsidered for admission into the Ph.D. program. In order to postpone the retake until a later session, the student must make a written request to the Graduate Studies Committee and have it approved.

Option 2: M.A. thesis and thesis defense
A Master’s thesis in French (40-60 pages, including notes and bibliography):
A master’s thesis is a piece of original scholarship written under the direction of a thesis advisor. Students who are interested in writing a master’s thesis should begin thinking about possible topics early in their academic program. They should contact their prospective thesis advisor by the end of their first year so that they can work on their reading and thesis plan during their third semester and write/finalize their thesis during their fourth/last semester. A Master’s Thesis project may be submitted for final approval only during fall and spring semesters—not in the summer.

Students should submit a prospectus five months before the anticipated defense. The prospectus should establish the main lines of argument and organization for the thesis, and it should spell out the methodology. It should also include a timetable and a working bibliography of major and secondary sources. The prospectus needs to be approved by the thesis advisor.

Once the prospectus is approved, students will choose a second and a third reader from the Department in consultation with their thesis advisor. The final thesis should be sent to the thesis advisor and the two readers at least three weeks before the scheduled defense.

In addition to the mentorship provided by the thesis director, students will have the opportunity to work on their M.A. thesis within the framework of a research lab.

Thesis defense:

Students selecting the M.A. thesis option will take a 60-minute oral exam that will consist of a 15-minute presentation of their findings, followed by a question and answer period. The questions raised by the members of the thesis committee will focus on the thesis but may also address broader points such as the conceptual framework, methodology, theoretical approach, and socio-historical context that contribute to the definition and elaboration of the thesis topic.

At the conclusion of the defense, the thesis may be approved in its current form or approved contingent on further revisions. If extensive revisions are required, the student will need to resubmit the thesis for final approval, and the M.A. thesis committee may request that the student do an additional thesis defense.

Language: No language requirements.
Requirements:

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRENCH 569</td>
<td>Critical Approaches to Literature and Culture: French and Francophone Perspectives</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 750</td>
<td>Research Laboratory I: Introduction to Graduate Research</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 820</td>
<td>College Teaching of French</td>
<td>3</td>
</tr>
<tr>
<td>FRENCH 825</td>
<td>Cours de Grammaire Et de Style</td>
<td>3</td>
</tr>
<tr>
<td>or FRENCH 826</td>
<td>Cours de Grammaire Et de Style</td>
<td>3</td>
</tr>
</tbody>
</table>

**Seminar Distribution Requirement:** For the M.A., students must take at least one seminar in the department in each of the three defined areas:

- Middle Ages - 16th - 17th
- 18th - 19th
- 20th - 21st - Francophone and Global French Studies

Note: seminars spanning more than one of these areas may be counted for only one of the areas they cover.

**Exchange Program Course Work:** Please note that courses taken while graduate students are participating in one of our exchange programs abroad do not usually count toward the completion of departmental degree requirements, although exceptions may be considered if students can provide adequate documentation of their written work, and if the Graduate Studies Committee finds the work completed abroad to be comparable to a graduate course or seminar offered in our department.

**ACADEMIC AND TEACHING PORTFOLIOS**

- Academic Portfolio: Starting in a student’s second year of courses (third semester), the student will begin keeping a portfolio of work accomplished academically (actual contents will be explained in the research laboratory described below). Towards the end of each academic year the student will write a one-page self-evaluation that explains the portfolio accomplishments for the given year and sets goals for the year to come. The portfolio and self-evaluation will be evaluated by the student’s advisor, who will provide the student with a written evaluation of progress. For students who are TAs, they begin a separate teaching portfolio in their first semester of study and maintain it as long as they have a TAship.

- Teaching Portfolio: A teaching portfolio will be first set up in FRENCH 820 College Teaching of French. Its purpose is to
document French graduate students’ growth as instructors of language, literature, and culture as they move through each stage of the program. Materials gathered from French 820 may include statements about students’ teaching philosophy, other self-reflective materials, and may also draw upon other pertinent work from FRENCH 820 College Teaching of French. During the remaining semesters of the MA and post-MA for as long as students continue to teach as TAs, one short reflective statement per semester (during those terms during which the graduate student is teaching or holding an assessment or technology TAship) will be added to the portfolio.

**POLICIES**

**GRADUATE SCHOOL POLICIES**
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**
With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**PROBATION**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**
Upon entering the department, students are each assigned a faculty advisor with whom they will work (in most cases) until they have completed all the requirements for the M.A. Students who wish to change advisors should speak to the Director of Graduate Studies for French. Within two months of completing the requirements for the M.A., students are requested to choose the Chair of their Prelims Committee, who may be but need not be the same as the originally assigned advisor; students’ evolving research interests, among other factors, may warrant a change. The Chair of their Prelims Committee assists students with the process of preparing for the preliminary examination. Until the students complete the last preliminary examinations, they should work with their originally assigned advisor in regards to all matters other than the content and scope of the prelims (for instance: choice of classes, etc.). Upon completion of the preliminary exams, the chair of the student's dissertation proposal committee, to be set up by the student in consultation with faculty, usually becomes the advisor, but a change of director is also possible at that time.

Students consult their advisor at least three times a year: once in September to become acquainted and address any issues related to the start of the academic year; a second time later in the fall, before course registration for the spring, in order to discuss course selection; and a third time in the spring, before course selection for the fall. Students are encouraged to contact their advisor concerning any academic problems or issues that may arise, and to engage with their advisor on an ongoing basis about their own short- and long-term concerns, plans, and interests. Advisors will mentor their advisees as well as attending to administrative functions like course selection and requirements. Advisors will actively participate in the end-of-the-year assessment of all graduate students. Additional information and clarification about requirements can be obtained from the Director of Graduate Studies for French or the Graduate Coordinator.

**CREDITS PER TERM ALLOWED**
15 credits

**TIME CONSTRAINTS**

**Timely completion of M.A. requirements:** The M.A. exam is usually taken by the end of the 4th semester of study, although earlier is possible. All requirements including the M.A. exam should be satisfied before the beginning of the 5th semester of graduate studies. Academic probation will be considered if all requirements including the M.A. exam are not completed by the beginning of the 6th semester.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Fellowships are available for high-ranking incoming students and dissertators. The department has a number of teaching assistantships which are granted on the basis of a candidate's previous academic record, knowledge of French, and seriousness of purpose in pursuing the Ph.D.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
The Department of French and Italian hosts several professional development workshops for our students each semester. Workshops focus on academic and non-academic professional development. Previous workshop materials are available to all students in the department.

LEARNING OUTCOMES
1. Show broad knowledge of French and Francophone literature and culture.
2. Master a broad range of texts fundamental to French and Francophone studies.
3. Demonstrate critical understanding of the major works in literature and the history of ideas that have been written in French from the Middle Ages up to the present.
4. Show the ability to analyze literary texts of various genres, and to formulate well-informed, interpretive arguments about them.
5. Identify, select, and retrieve primary and secondary sources pertaining to questions in French and Francophone literature.
6. Analyze and interpret the theories, research methods, and approaches to inquiry in this discipline.
7. Demonstrate adequate proficiency in French to lead a well-informed discussion of literature and culture.
8. Communicate clearly and appropriately in both written and spoken French
9. Demonstrate skills as teachers of the French language and French/ Francophone culture at the college level: the ability to create level- and course-appropriate instructional objectives, activities, and assessments for teaching language, literature, and culture; the ability to use instructional technologies appropriately to enhance the teaching of language, literature, and culture; the capacity to incorporate insights from second language acquisition theory and current best practices in foreign language teaching into instruction.
10. Recognize and apply principles of ethical and professional conduct.

PEOPLE

FRENCH FACULTY AND ACADEMIC STAFF
Professors Bousquet, Debaisieux, Goodkin, Miernowsk, Vatan and Vila
Associate Professors Armstrong, El Nossery and Willis Allen
Faculty Associates Deitz and Theobald
Senior Lecturer Miernowska

FRENCH, PH.D.

The M.A. and Ph.D. programs in French offer a first-rate faculty in all the areas of French and Francophone literature and culture. The program emphasizes broad coverage as well as specialization, and is organized so as to take advantage of the quality and range of the faculty. A Wisconsin Ph.D. has the ability to teach not only a very focused topic of research, but also much of the French literary tradition.

The French graduate program offers a wide array of courses and seminars each semester, providing a fairly even distribution across the various literary periods in most academic years. Courses typically meet two or three times a week and are quite broad in focus, generally exploring well-defined periods or genres, while seminars are held once a week for two hours and take up narrower topics in greater depth. Both the offerings and the requirements of the M.A. and Ph.D. programs are designed to give students not only the tools necessary for specialization, but also an excellent knowledge of these extremely rich literary traditions.

Strong emphasis is placed on the practice of the language. French is the usual language of instruction in graduate courses and seminars. The department offers possibilities for international stay through exchange programs and further promotes the use of French through lectures, films, theater, and events at the French House.

The French Ph.D. program has a fine job placement record. Its students’ solid foundation in the French and Francophone literary tradition is increasingly rare among North American literature programs, as is the extensive training students receive in language pedagogy.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).
Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

### Requirements

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 20</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

Our graduate program offers training for teaching and research in all areas of French and Francophone literature and literary history, in critical theory, film, gender and queer studies, romance philology, and foreign language pedagogy. Our large and varied faculty teach graduate courses in all areas and at regular intervals. Consequently, students for the M.A. degree can fulfill course requirements in any given two-year period, and candidates for the Ph.D. can complete course requirements Please check the program website for the Ph.D. details. within two years of obtaining their M.A. Our program is designed to allow well-qualified students to complete the M.A. in three semesters, and all other requirements for the Ph.D. except the dissertation in four more semesters. Applicants for the M.A. or Ph.D. in French must submit all application materials by the application deadline of December 20.

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/).

**Graduate School Application**

Please refer to the following links:

- Consult the Graduate School website for complete information about graduate education opportunities at UW–Madison. This site is especially helpful in understanding Admissions Requirements developing a Timeline for application.

**Materials to Upload to the Online Application:**

- You will need to list three people who will write letters of recommendation for you. They should be in faculty or permanent academic staff positions. Since the Graduate School will contact your recommenders directly via email once you have completed your online application, you should be sure to contact each recommender at least a month prior to when the letter of recommendation is needed to let them know that they will be contacted directly by the Graduate School. If your referees are unable to upload your letter of recommendation to the online application, the letters should be sent to the Graduate Coordinator at ramer2@wisc.edu.
- Statement of purpose, preferably written in English
- CV
- Unofficial transcripts
- Submit the on-line Graduate School Application for Admission and pay the application fee.
- GRE (optional) institution code 1846 for UW–Madison
- Non-native English speakers must also submit results for the TOEFL or IELTS (https://www.ielts.org/en-us/exams). There are few exceptions. Please note that the Graduate School requires that these scores be no older than 2 years old. This is calculated from the start of the term for which you are applying, NOT the date on which we receive your application.

**Supplemental Materials:**

- TA/Fellowship Application: To be considered for teaching assistantship or fellowship support, you must submit to the department a document listing all relevant experience since you began studying French. There is no specific application form—it is a document, much like a CV, that you put together yourself. Include travel, study, or residence abroad. For teaching experience, be specific about subject, level, actual classroom hours/week, and age of students. Also indicate undergraduate and graduate honors, and how you would support yourself if UW was not able to offer support.
- Writing Sample (essay or paper in French—usually between 7 and 12 pages in length)
- List of French Literature and/or Civilization courses taken and Grades received

Questions? Please contact Graduate Coordinator Shawn Ramer, ramer2@wisc.edu.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The Department of French & Italian is committed to providing full funding (https://grad.wisc.edu/funding/) to all graduate students. Students who accept our offer of admission therefore receive fellowships or assistantships that cover tuition and provide eligibility to enroll in excellent comprehensive health insurance (https://www.ohr.wisc.edu/benefits/health/#health-plans) and other benefits (https://www.ohr.wisc.edu/benefits/new-emp/grad.aspx#overview). Funding is guaranteed for a minimum of 5 years of study for students entering with a B.A., and a minimum of 4 years for those entering with an M.A. Moreover, it has been our departmental practice to continue to offer funding beyond guarantee as possible for students in good academic standing.

Teaching assistantships, the most common form of support in our department, offer the pedagogical experience and training necessary to be competitive on the academic job market. The teaching assignment is usually one course per semester, but double sections (two sections of the same course) can also be requested for an increased stipend, when available. While the guarantee of support means students in good standing will receive funding, the exact assignments are based...
on need, merit, and experience. Generally, a graduate student will, over
the course of study, hold a variety of positions from French 101-204,
which are available every semester. Teaching assistantships to provide
technology and assessment support to the French MA/Ph.D. program are
also available every semester. Students may also have the opportunity to
teach more advanced courses, such as FRENCH 228 and FRENCH 271,
and LITTRANS 360 depending on departmental need. For more
information about our teaching assistantships, please visit our website
(https://frit.wisc.edu/graduate/french/teaching_assistantships/).

There are also fellowships (https://grad.wisc.edu/funding/
fellowships/) available from several sources on campus each year,
including the Chancellor’s fellowship, which starts at around $11,000
per semester. Advanced Opportunity Fellowships are also available
to increase the racial and ethnic diversity of the graduate student
population, as well as support economically disadvantaged and first
generation college students. The department also offers a number of
monetary awards every year, for academic performance and for teaching.
Graduate students can also take advantage of our excellent exchange
programs (https://frit.wisc.edu/content/exchange-programs/) during the
course of their study.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL
REQUIREMENTS

Review the Graduate School minimum academic progress and degree
requirements (p. 13), in addition to the program requirements listed
below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time
to completion. Students are able to complete a program with minimal disruptions to
careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/
or on weekends to accommodate typical business schedules. Students have the
advantages of face-to-face courses with the flexibility to keep work and other life
commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact
the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-
campus orientation or residency experience, but the courses will be facilitated in an
online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement Type</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>51 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td></td>
</tr>
</tbody>
</table>
Assessments and Examinations

1) Oral Proficiency Exam: Non-native speakers of French must take an Oral Proficiency Interview administered by the Department and receive a rating of at least “advanced low” during their first two weeks. Depending on the results of this test, up to 6 credits of advanced French language courses and phonetics may be required (for instance: FRENCH 311, FRENCH/INTL BUS 313, etc.).

2) Qualifying Examination: For students entering with an M.A. from outside of UW-Madison. Instead of the M.A. examination, students are required to take a qualifying examination identical to the oral part of the M.A. examination. The qualifying exam will be held at the start of the second semester and administered by the Qualifying exam committee. Candidates who fail will be asked to take the regular M.A. exam that is administered by the Department at the next exam session or during their fourth semester of study.

3) Preliminary Exams
- Field Exam: The goals of the Field Exam are twofold: 1) to guide students toward a deeper knowledge and understanding of a minimum of one area (two maximum; if two, the two areas must be clearly connected to the rationale of the chosen topic of research) of French and Francophone studies than is afforded by the M.A. exam; and 2) to enable them to define and narrow their interests in preparation for the greater specialization required for the dissertation.
- Dissertation Proposal and Oral Exam: The goal of the exam is to evaluate students’ ability to articulate the constituent elements of their dissertation topic coherently and convincingly; to test their awareness of various questions, problems, and limitations implied by their framing of their topic; and to assess their skill in defending original ideas in a well-informed and effective way. The exam may be in French or English, depending on the student’s preference, but it is recommended that at least one question be asked and answered in French. Finally, the proposal should emphasize what the student brings to their chosen field that is new and exciting. Having already dealt with plenty of secondary/critical literature, the student should be able to identify what “gaps” there are in the respective field(s) and what their contribution might be.

After passing their Field Exam, students choose a thesis advisor and form their dissertation committee; draft their dissertation proposal; and draw up a working bibliography. Students normally take the dissertation oral exam only after completing all other requirements, including the Ph.D. minor and language requirements. Students are reminded that dissertator status is not granted until the beginning of the semester following the one in which all requirements have been fulfilled. As with the Field Exam, it is up to the advisor, in consultation with the student and the other two committee members, to decide on the exact deadline for the submission of the dissertation proposal and bibliography, but that date should not be later than one month before the exam itself. The precise scheduling of the oral exam is arranged by the student and committee in consultation with the graduate coordinator.

4) Dissertation and Dissertation Defense: Our French program expects the minimum length of the dissertation to be approximately 200 pages, not including bibliography and annexes. Dissertations may be written in English or French.

In the oral examination, students will first present an overview of how they came to their dissertation topic, how it evolved during the research and writing process, what challenges the topic posed and how those challenges were met, and how the dissertation fits into their broader interests. They will then be questioned by the committee about topics relating to the dissertation, including its conceptualization, contextualization, and content.

Language Requirements

- Ph.D. language requirements vary according to field chosen.
- All doctoral students are required to complete a minor.
- Students pursuing a Ph.D. in French and Francophone studies who receive support in the form of a TAship must complete a total of 4 credits of teaching methodology, including FRENCH 820 College Teaching of French (3 credits), and FRENCH/ITALIAN 821 Issues in Methods of Teaching French and Italian (1 credit; FRENCH/ITALIAN 821 may be taken any time before dissertation status is granted). TAs may take FRENCH 820 prior to teaching in the Department or concurrently with their first semester of teaching.

- FRENCH 825 Cours de Grammaire Et de Style or FRENCH 826 Cours de Grammaire Et de Style: Non-native speakers of French must complete FRENCH 825 or FRENCH 826 with a grade of B or above the first semester it is offered. In rare cases, students with near-native proficiency may be exempted upon faculty recommendation to the Graduate Studies Committee. Language competence is an important component of graduate studies, and performance in this area is assessed on an ongoing basis by the faculty, who may take it into consideration in their course grades.

- Medieval Specialists: Students intending to write a dissertation on the medieval period must take additional courses in philology and paleography, as indicated by their advisor.

REQUIRED COURSES

- FRENCH 569 Critical Approaches to Literature and Culture: French and Francophone Perspectives: 3-credit introduction to theory and critical reading practices; must be taken in the first semester it is offered.
- FRENCH 752 Research Laboratory II: Producing Professional Research: Students must enroll in Research Laboratory II (3 credits) in their first fall semester after completing the M.A.
- Students pursuing a Ph.D. in French and Francophone studies who receive support in the form of a TAship must complete a total of 4 credits of teaching methodology, including FRENCH 820 College Teaching of French (3 credits), and FRENCH/ITALIAN 821 Issues in Methods of Teaching French and Italian (1 credit; FRENCH/ITALIAN 821 may be taken any time before dissertation status is granted). TAs may take FRENCH 820 prior to teaching in the Department or concurrently with their first semester of teaching.
- FRENCH 825 Cours de Grammaire Et de Style or FRENCH 826 Cours de Grammaire Et de Style: Non-native speakers of French must complete FRENCH 825 or FRENCH 826 with a grade of B or above the first semester it is offered. In rare cases, students with near-native proficiency may be exempted upon faculty recommendation to the Graduate Studies Committee. Language competence is an important component of graduate studies, and performance in this area is assessed on an ongoing basis by the faculty, who may take it into consideration in their course grades.
- Medieval Specialists: Students intending to write a dissertation on the medieval period must take additional courses in philology and paleography, as indicated by their advisor.
• All dissertators must register for FRENCH 901 Seminar-Materials and Methods of Research for three credits in place of FRENCH 990 Individual Research at least once, and may do so more than once. FRENCH 901 will be organized in a way to facilitate writing of the dissertation and will not have an independent thematic content of its own. The precise modalities of FRENCH 901 will be decided by the instructor, but the seminar will start out with students’ sharing of and commenting on previously completed work on the dissertation. In the second half of the semester, students will present one new chapter written in the course of the semester, also to be commented on by all of the members of the seminar. The seminar members will offer critiques and suggestions to each other, and the seminar leader will introduce research techniques tailored to the participants’ dissertation projects. In preparing guidance for the individual dissertation, the seminar leader will be in close touch with the dissertation advisor.

• Seminar Distribution Requirement: Students must complete at least nine seminars (excluding proseminars and research labs) in the department, including at least two seminars in each of the three defined areas:
  • Middle Ages - 16th - 17th
  • 18th - 19th
  • 20th - 21st - Francophone and Global French Studies

Seminars taken during the course of the M.A. count towards these totals. Note: seminars whose topics span more than one of these areas may only be counted for one of the areas they cover. (see list below)

<table>
<thead>
<tr>
<th>Seminars</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRENCH 901</td>
<td>Seminar-Materials and Methods of Research</td>
</tr>
<tr>
<td>FRENCH 931</td>
<td>Seminar-18th Century</td>
</tr>
<tr>
<td>FRENCH 932</td>
<td>Seminar-18th Century</td>
</tr>
<tr>
<td>FRENCH/ MEDIEVAL 939</td>
<td>La Litterature Medievale</td>
</tr>
<tr>
<td>FRENCH 947</td>
<td>Seminar: Questions de Litterature</td>
</tr>
<tr>
<td>FRENCH 948</td>
<td>Seminar: Questions de Litterature</td>
</tr>
<tr>
<td>FRENCH 949</td>
<td>Seminar: Ecrivains Francais du XVIe Siecle</td>
</tr>
<tr>
<td>FRENCH 951</td>
<td>Seminar on 19th Century French Poetry</td>
</tr>
</tbody>
</table>

ACADEMIC AND TEACHING PORTFOLIOS
• Academic Portfolio: Starting in a student’s second year of courses (third semester), the student will begin keeping a portfolio of work accomplished academically. Towards the end of each academic year the student will write a one-page self-evaluation that explains the portfolio accomplishments for the given year and sets goals for the year to come. The portfolio and self-evaluation will be evaluated by the student’s advisor, who will provide the student with a written evaluation of progress.

• Teaching Portfolio: Students are required to collaborate once with a faculty member of their choice with regard to a non-TA taught undergraduate course the faculty member is teaching that semester. A list of undergraduate courses available for this collaboration will be communicated to students each semester by the Graduate Coordinator or the Director of graduate studies. The collaboration may be carried out as part of the work of FRENCH/ITALIAN 821 Issues in Methods of Teaching French and Italian with the agreement of the instructor, or it may be undertaken independently.

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

Course Equivalencies: Students may petition the Graduate Studies Committee to receive equivalencies for a maximum of three graduate courses they took while completing their M.A. degrees elsewhere. Proper documentation—syllabi, transcripts, and written work—is necessary, and equivalencies are granted only if the committee believes the work completed to be comparable to graduate courses or seminars offered in the Department.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

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ADVISOR / COMMITTEE

Upon entering the department, students are each assigned a faculty advisor with whom they will work (in most cases) until they have completed all the requirements for the M.A. Students who wish to change advisors should speak to the Director of Graduate Studies for French. Within two months of completing the requirements for the M.A., students are requested to choose the Chair of their Prelims Committee, who may be but need not be the same as the originally assigned advisor; students’ evolving research interests, among other factors, may warrant a change. The Chair of their Prelims Committee assists students with the process of preparing for the preliminary examination. Until the students complete the last preliminary examinations, they should work with their originally assigned advisor in regards to all matters other than the content and scope of the prelims (for instance: choice of
GRIEVANCES AND APPEALS

Upon completion of the preliminary exams, the chair of the student's dissertation proposal committee, to be set up by the student in consultation with faculty, usually becomes the advisor, but a change of director is also possible at that time.

Students consult their advisor at least three times a year: once in September to become acquainted and address any issues related to the start of the academic year; a second time later in the fall, before course registration for the spring, in order to discuss course selection; and a third time in the spring, before course selection for the fall. Students are encouraged to contact their advisor concerning any academic problems or issues that may arise, and to engage with their advisor on an ongoing basis about their own short- and long-term concerns, plans, and interests. Advisors will mentor their advisees as well as attending to administrative functions like course selection and requirements. Advisors will actively participate in the end-of-the-year assessment of all graduate students. Additional information and clarification about requirements can be obtained from the Director of Graduate Studies for French or the Graduate Coordinator.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Preliminary Examinations: The Field Exam is to be taken preferably two semesters, and definitely no later than five semesters, after completion of the M.A. Academic probation will be considered if the Field Exam is not taken by the beginning of the sixth semester, after completion of the M.A. The Dissertation Proposal oral exam is to be taken within nine months of the successful completion of the Field Exam.

Foreign Language Requirement: Candidates must complete their foreign language reading requirement before being granted dissertator status.

Ph.D. Minor: Candidates must complete the Ph.D. minor requirement before being granted dissertator status.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

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- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Fellowships are available for high-ranking incoming students and dissertators. The department has a number of teaching assistantships which are granted on the basis of a candidate's previous academic record, knowledge of French, and seriousness of purpose in pursuing the Ph.D.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The Department of French and Italian hosts several professional development workshops for our students each semester. Workshops focus on academic and non-academic professional development. Previous workshop materials are available to all students in the department.

LEARNING OUTCOMES

1. Demonstrate thorough knowledge and critical understanding of two areas of French and Francophone literature, and of the historical and social contexts that have influenced the works examined in their dissertation.
2. Show the ability to synthesize and define a field of inquiry in a persuasive, coherent, and original way.
3. Make effective use of research sources, tools, and strategies in the field of French and Francophone literature.
4. Demonstrate, in the writing of their Ph.D. dissertation, an originality of thinking and insight that reaches beyond the current boundaries of knowledge within the field of study.
5. Articulate awareness of various questions, problems, and limitations implied by their framing of their topic.
6. Contribute substantially to their area of specialization, and be able to engage in a dialogue with other experts in that area.
7. Communicate and defend complex ideas in a clear and understandable manner, in both French and English.
8. Be capable of applying their investigative skills to a variety of fields within French-speaking literature and cultures.
9. Show reading knowledge of a second foreign language pertinent to their research specialty (and, for specialists of Medieval and 16th-century French literature, a third foreign language).
10. Be prepared to be effective teachers of French/ Francophone literature, culture, and language at the college and university levels.
11. Foster ethical and professional conduct.

PEOPLE

FRENCH FACULTY AND ACADEMIC STAFF
Professors Bousquet, Debaisieux, Goodkin, Miernowski, Vatan and Vila
Associate Professors Armstrong, El Nossery and Willis Allen
Faculty Associates Deitz and Theobald
Senior Lecturer Miernowska

ITALIAN FACULTY
Professors Buccini (chair), Livorni, Rumble
Associate Professors Menechella, Phillips-Court, Todorovic
Director of Italian Language Program Eadie

ITALIAN, M.A.

The Italian program offers the master of arts and Ph.D. degrees. In most academic years, a wide array of courses and seminars is offered each semester to provide an even distribution across various literary periods. Courses typically meet two or three times a week and are broad in focus, generally exploring well-defined periods or genres. Seminars are held once a week for two hours and take up narrower topics in greater depth. Typical course offerings over a two- to three-year period cover all centuries of Italian literature and a wide variety of topics, including Italian culture, cinema, civilization, and linguistics. Strong emphasis is placed on the practice of the language; Italian is the usual language of instruction in graduate courses and seminars.

Graduate students gain a solid foundation not only in scholarship and criticism, but also in teaching. Most students have guarantees of support. The standard offer to an incoming teaching assistant provides a guarantee of three or four years of support, depending on whether the student has already done graduate work elsewhere. Study abroad programs and exchange agreements with individual universities provide opportunities for study and research in Italy. For example, the department frequently sends a graduate student to serve for a semester or a year as house fellow for the study program at the Villa Corsi-Salviati near Florence. The department also has exchange and cooperation arrangements with the Università di Siena and the Università di Firenze.

The department offers regular workshops designed to give students an overview of the job market and how to best prepare for it, making its placement record outstanding. As one of the largest Italian programs in North America, the department offers an unparalleled opportunity to study Italian literature, linguistics, and culture.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/#italian-doctoral-minor) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>3</td>
</tr>
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Please Note: If you have received only a bachelor’s degree and intend to go on to a Ph.D. after completing your M.A., please apply directly to the Ph.D. program.
We hope you will consider applying to our program. We offer an M.A. and Ph.D. in Italian.

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Graduate School Application
Please refer to the following links:

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Materials to Upload to the Online Application:

- You will need to list three people who will write letters of recommendation (https://grad.wisc.edu/admissions/faq/) for you. They should be in faculty or permanent academic staff positions. Since the Graduate School will contact your recommenders directly via e-mail once you have completed your online application, you should be sure to contact each recommender at least a month prior to when the letter of recommendation is needed to let them know that they will be contacted directly by the Graduate School. If your referees are unable to upload your letter of recommendation to the online application, the letters should be sent to the Graduate Coordinator at ramer2@wisc.edu.
- Statement of purpose, preferably written in English
- CV
- Unofficial transcripts
- Submit the online Graduate School Application for Admission (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f) and pay the application fee.
- GRE (http://www.gre.org/) (optional) institution code 1846 for UW–Madison
- Non-native English speakers must also submit results for the TOEFL (http://toefl.org/) or IELTS (https://www.ielts.org/en-us/) exams. There are few exceptions. Please note that the Graduate School requires that these scores be no older than 2 years old. This is calculated from the start of the term for which you are applying, NOT the date on which we receive your application.

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- Writing sample (essay or paper in Italian—usually between 7 and 12 pages in length)

Questions? Please contact Graduate Coordinator Shawn Ramer (ramer2@wisc.edu).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The Department of French & Italian is committed to providing full funding (https://grad.wisc.edu/funding/) to all graduate students. Students who accept our offer of admission therefore receive fellowships or assistantships that cover tuition and provide eligibility to enroll in excellent comprehensive health insurance (https://www.ohr.wisc.edu/benefits/health/#health-plans) and other benefits (https://www.ohr.wisc.edu/benefits/new-emp/grad.aspx#overview).

Funding is guaranteed for a minimum of 5 years of study for students entering with a B.A. and a minimum of 4 years for those entering with an M.A. Moreover, it has been our departmental practice to continue to offer funding beyond guarantee as possible for students in good academic standing.

Teaching assistantships, the most common form of support in our department, offer the pedagogical experience and training necessary to be competitive on the academic job market. The teaching assignment is usually one course per semester, but double sections (two sections of the same course) can also be requested for an increased stipend, when available. While the guarantee of support means students in good standing will receive funding, the exact assignments are based on need, merit, and experience. Generally, a graduate student will, over the course of study, hold a variety of positions from Italian 101-204, which are available every semester. Students may also have the opportunity to teach more advanced courses, such as ITALIAN 312 and ITALIAN 322, and LITTRANS 360 depending on departmental need. For more information about our teaching assistantships, please visit our website (https://frit.wisc.edu/graduate/italian/financial_assistance/).

There are also fellowships (https://grad.wisc.edu/funding/fellowships/) available from several sources on campus each year, including the Chancellor’s fellowship, which starts at around $11,000 per semester. Advanced Opportunity Fellowships are also available to increase the racial and ethnic diversity of the graduate student population, as well as support economically disadvantaged and first generation college students. The department also offers a number of monetary awards every year, for academic performance and for teaching.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td>30 credits</td>
<td>16 credits</td>
<td>Over half of degree coursework (18 credits out of 30 total credits) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
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</tbody>
</table>

Overall Graduate GPA Requirement:

3.25 GPA required.

Other Grade Requirements:

No other grade requirements.

Assessments and Examinations:

Formal examination required. No thesis requirement.

Language Requirements:

No language requirements.

REQUIRED COURSES

Must take a total of 24 credits of Italian (http://guide.wisc.edu/courses/italian/) courses numbered 500 and above. Students choose courses in consultation with their advisor.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

All students are required to conduct a yearly progress report meeting with their advisor.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
The Department of French and Italian hosts several professional development workshops for our students each semester. Workshops focus on academic and non-academic professional development. Previous workshop materials are available to all students in the department.

**LEARNING OUTCOMES**

1. Demonstrate critical understanding of the major works of Italian literature and culture from the Middle Ages up to the present.

2. Lead a well-informed discussion of literature and culture utilizing an adequate proficiency of Italian.

3. Master methods of literary and cultural analysis in their specific areas of interest.

4. Examine literary texts of various genres and write competent critical and analytical essays

5. Lead a well-informed discussion of literature and culture utilizing an adequate proficiency of Italian.

6. Identify, select, and retrieve primary and secondary sources pertaining to questions in Italian literature and culture.

7. Recognizes and applies principles of ethical and professional conduct.

8. Create level- and course-appropriate instructional objectives, activities, and assessments for teaching language, literature, and culture.

9. Use instructional technologies appropriately to enhance the teaching of language, literature, and culture.

10. Incorporate insights from second language acquisition theory and current best practices in foreign language teaching into instruction.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

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**PROGRAM RESOURCES**

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**OTHER**

In most cases, the department offers five-year guarantees of support (for students with no prior graduate work) and four-year guarantees of support (for students with prior graduate work) to incoming students. During this period of guaranteed support, students usually hold a fellowship or teaching assistantship. Decisions on support are made in February and offers are usually sent out in early March.

The Italian program offers the master of arts and Ph.D. degrees. In most academic years, a wide array of courses and seminars is offered each semester to provide an even distribution across various literary periods. Courses typically meet two or three times a week and are broad in focus, generally exploring well-defined periods or genres. Seminars are held once a week for two hours and take up narrower topics in greater depth. Typical course offerings over a two- to three-year period cover all centuries of Italian literature and a wide variety of topics, including Italian culture, cinema, civilization, and linguistics. Strong emphasis is placed on the practice of the language; Italian is the usual language of instruction in graduate courses and seminars.

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**ADMISSIONS**

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**Please Note:** If you have received only a bachelor’s degree and intend to go on to a Ph.D. after completing your M.A., please apply directly to the Ph.D. program.

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- Statement of purpose, preferably written in English
- CV
- Unofficial transcripts
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**PROGRAM RESOURCES**

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### Curricular Requirements

#### Requirements Detail

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</tr>
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</tr>
<tr>
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</tr>
<tr>
<td>Other Grade Requirements</td>
<td>No other grade requirements.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Qualifying exam (if M.A. is from another institution); preliminary examinations; dissertation proposal; oral examination; dissertation; dissertation defense.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Reading proficiency in two languages other than English and Italian.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>All doctoral students are required to complete a minor.</td>
</tr>
</tbody>
</table>

### Required Courses

Students admitted to the Ph.D. program who do not have the M.A. degree in Italian from UW–Madison are expected to have a background in the subject areas indicated by the M.A. reading list. Students in this category are required to pass the qualifying examination by the end of the second semester in the Ph.D. program. It may be taken only once.

Students must take a seminar (ITALIAN 951 and/or ITALIAN 952) in an area of Italian studies each semester until they have passed the preliminary examinations. In any given semester, this request may be waived upon approval by the associate chair for Italian. In addition, it is expected that students will complete the bulk of the coursework for their minor and foreign language reading requirements after taking their first set of preliminary examinations. Students are encouraged to plan ahead for a timeline to take these courses, and if a student wishes to take a course for their minor or foreign language requirement as part of their full-time load of 9 credits prior to that time, they may do so with approval from their advisor. Students should understand that it is very rare that requests to take minor or foreign language classes during the first year of study would be granted. In addition, advisors reserve the right to deny a student permission to take these classes (prior to the time of passing the first set of prelims) if doing so would directly conflict with a course offering in Italian which was important to the student’s area of research.

At any time, students may take a course for their minor or foreign language reading requirement as a fourth course, in addition to the 9-credit requirement in Italian, without needing approval from their advisor.

Students choose courses in consultation with their advisor.
POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

All students are required to conduct a yearly progress report meeting with their advisor.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

In most cases, the department offers five-year guarantees of support (for students with no prior graduate work) and four-year guarantees of support (for students with prior graduate work) to incoming students. During this period of guaranteed support, students usually hold a fellowship or teaching assistantship. Decisions on support are made in February and offers are usually sent out in early March.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The Department of French and Italian hosts several professional development workshops for our students each semester. Workshops focus on academic and non-academic professional development. Previous workshop materials are available to all students in the department.
LEARNING OUTCOMES

1. Demonstrate thorough knowledge and critical understanding of their area of specialization.
2. Synthesize and define a field of inquiry in a persuasive, coherent, and original way.
3. Make effective use of research sources, tools, and strategies in the field of Italian literature and culture.
4. Demonstrate, in the writing of their Ph.D. dissertation, an originality of thinking and insight that reaches beyond the current boundaries of knowledge within the field of study.
5. Articulate awareness of various questions, problems, and limitations implied by their framing of their topic.
6. Contribute substantially to their area of specialization, and engage in a dialogue with other experts in that area.
7. Fosters ethical and professional conduct.
8. Communicate and defend complex ideas in a clear and understandable manner, in both Italian and English.
9. Show reading knowledge of a second foreign language pertinent to their research specialty.
10. Be prepared to be effective teachers of Italian culture, and language at the college and university levels.

ITALIAN FACULTY AND ACADEMIC STAFF

Professors Buccini (chair), Livorni and Rumble
Associate Professors Menechella, Phillips-Court and Todorovic
Director of Italian Language Program Eadie

GAYLORD NELSON INSTITUTE FOR ENVIRONMENTAL STUDIES

CULTURE, HISTORY AND ENVIRONMENT, DOCTORAL MINOR

The Center for Culture, History, and Environment (CHE) provides a home for faculty and graduate students from across campus to explore changing human-environment interactions across the broad sweep of history in an interdisciplinary setting. Graduate student involvement is at the core of CHE’s mission, and graduate students from all disciplines are invited to take part in the full range of CHE’s activities, events, scholarly collaborations, and professional development opportunities. CHE offers two main avenues for graduate student involvement: a non-curricular affiliation in the form of Graduate Student Associate status, and a curricular track in the form of the CHE Certificate or Ph.D. Minor.

Eligibility: Any currently enrolled graduate student at UW–Madison at the Ph.D. level and not pursuing any other minor field.

Benefits:

- Completed Ph.D. minor will appear on transcript
- Demonstrates rigorous academic engagement with interdisciplinary environmental studies
- Ability to construct a tailored minor course of study that counts as an “Option A” minor program

ADMISSIONS

To apply: Find a CHE faculty associate who is willing to serve as your CHE advisor. Complete the form available here (https://uwmadison.co1.qualtrics.com/jfe/form/SV_7WmbG4EG7c4mAPX/) and submit with an unofficial transcript.

Admission process: CHE Curriculum Committee reviews applications on a rolling schedule.

REQUIREMENTS

Requirements:

- 9-credit elective sequence tailored to student’s interests and drawn from at least two major academic divisions
- Average GPA for coursework must be 3.00 or higher

EXECUTIVE PROGRAM COMMITTEE

Anna Andrzejewski (Center Director and Certificate/Minor Chair), Rachel Gurney (Assistant Director, Ex Officio), and the CHE Steering Committee

CULTURE, HISTORY AND ENVIRONMENT, GRADUATE/PROFESSIONAL CERTIFICATE

The CHE certificate, administered by the Nelson Institute’s Center for Culture, History, and Environment, captures the spirit of interdisciplinary
at the heart of CHE and the collaborations that have been forged across the Nelson Institute, the College of Letters & Science, and the College of Agricultural and Life Sciences. Departments, programs, and schools represented by CHE faculty and graduate students include American Indian Studies, Anthropology, Art History, Botany, Community and Environmental Sociology, English, Forest and Wildlife Ecology, Gender and Women's Studies, Geography, History, History of Science, Journalism and Mass Communication, Law, Landscape Architecture, Limnology, and Zoology.

The environmental challenges we face today arise as much from human actions as from natural processes. Only at our peril do we forget that nature, in all its myriad forms, is inextricably bound up with every aspect of human culture, economy, and politics. In attending to past environmental and cultural change, and in synthesizing diverse research methods and approaches drawn from across the full spectrum of humanities, natural sciences, and social sciences, the certificate in culture, history, and environment contributes in important ways to the understanding of past, present, and future environmental issues through interdisciplinary education and research.

Through the CHE Environmental History Colloquium, the annual place-based workshops, and the Tales from Planet Earth film festival, among other activities, CHE has created a lively, engaged community of faculty, graduate students, and others from a wide array of academic disciplines to investigate environmental and cultural change in the full sweep of human history. The CHE certificate considers applications from students in any graduate degree program at UW–Madison. By entering CHE early in their graduate studies and planning carefully, students often can select courses that satisfy both their degree program and CHE requirements.

CHE is not available as a stand-alone graduate degree. Master's and doctoral students who complete the requirements receive a certificate in CHE to supplement their graduate degree, or doctoral students can instead complete the program as an external minor. Doctoral students cannot claim CHE as both a certificate and an external minor; they must choose one or the other.

ADMISSIONS

To apply: Find a CHE faculty associate who is willing to serve as your CHE advisor. Complete the form available here (https://uwmadison.co1.qualtrics.com/jfe/form/SV_7WmbG4EG7c4mAPX/) and submit with an unofficial transcript.

Admission process: CHE Curriculum Committee reviews applications on a rolling schedule.

REQUIREMENTS

Certificate students must complete at least 12–13 credits including an interdisciplinary methods seminar, a place-based workshop, a thematically coherent sequence of courses relating to past environmental and cultural change, and varying participation in the CHE environmental history colloquium. Courses should be chosen from at least two of the main divisions of UW–Madison curricula—the humanities, natural sciences, and social sciences—and should expose students to research approaches from outside their home discipline. Once a student and their advisor have developed and described the rationale for the chosen thematic sequence, it must be reviewed and approved by the CHE curriculum subcommittee. Possible thematic sequences might include the following: representations of nature, rural studies, urban studies, environmental conflict, environmental justice, environmental policy and politics, communities and forests, landscape change, environmental health and history, indigenous cultures and landscapes, and environmental communications.

LEARNING OUTCOMES

1. Gain an understanding of a significant variety of disciplinary approaches to the study of environmental change and the interactions of humans with the natural environment.
2. Learn to use differing forms of evidence and methods of analysis that can be employed to understand past environmental change and its human meanings.

PEOPLE

EXECUTIVE PROGRAM COMMITTEE

Anna Andrzejewski (Center Director and Certificate/Minor Chair), Rachel Gurney (Assistant Director, Ex Officio), and the CHE Steering Committee

ENERGY ANALYSIS AND POLICY, DOCTORAL MINOR

The Energy Analysis and Policy (EAP) doctoral minor provides Ph.D. students with the opportunity to customize their graduate experience and add energy training to their degree program at the University of Wisconsin–Madison. The EAP doctoral minor fulfills the “Option A” minor requirement for Ph.D. students and adds an energy credential to one’s transcript. Graduate students can complete either the EAP doctoral minor or the EAP graduate certificate (p. 822), but not both.

Since its formation in 1980, EAP has provided students with the skills and knowledge needed by professionals in government, energy companies, consulting firms, and other organizations. EAP draws students from across campus. Particularly large student groups from public policy, environmental studies, engineering, and urban planning pursue the certificate because of the program’s interdisciplinary curriculum which considers a wide range of technical, economic, political, and social factors that shape energy policy formulation and decision-making.

ADMISSIONS

EAP welcomes applications from students in any doctoral degree program at UW-Madison. Students may apply to the EAP program concurrently with their graduate school application or once they have matriculated at UW-Madison.

While there are no prerequisites to the program, it is recommended that EAP applicants have completed at least one college-level course in each of the following five subject areas: physical science (physics or chemistry); natural science (biology, environmental, geology or atmospheric and oceanic); economics; social sciences or humanities (besides economics); and calculus or statistics.
HOW TO APPLY
To apply for the EAP doctoral minor, students must complete the online Energy Analysis and Policy (EAP) application form (https://go.wisc.edu/EAP-apply/), which includes the following elements:

1. Information on prior educational attainment
2. Information on degree program being pursued
3. A brief statement of interest in the EAP program

DEADLINES
Applications to EAP may be submitted at any time, but applicants are encouraged to apply early in their graduate career to ensure timely completion of doctoral minor requirements and to access additional benefits (e.g. funding, networking events) available exclusively to students in the EAP program. Students may take courses that meet the minor requirements prior to completing their application.

REQUIREMENTS
Each EAP student must complete four courses (12 credits), including an introductory course, a capstone course, and one course from each of two categories: Energy Analysis and Energy Policy. Courses in the Energy Analysis category involve quantitative analysis of the technical and economic factors that shape society's use of energy resources. Courses in the Energy Policy category involve the social, political, and environmental factors that underly decision-making around energy choices.

Some courses listed in the Energy Analysis category may have some overlap with the Energy Policy category, and vice versa. Students who wish to use a course for the opposite category that it is listed in should submit a written request to the EAP Academic Coordinator or Faculty Chair. Students should provide a course syllabus and a written justification for why the course should qualify for the other category in the context of their overall course of study, with the EAP Chair making the final decision on whether to accept the request.

The following courses are offered regularly, though other courses (with approval by the EAP faculty program committee) may fulfill one of the requirements below (see note under Other Qualifying Courses (p. 821)).

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<td>ENVIR ST/ PUB AFFR/ URB R PL 809</td>
<td>Introduction to Energy Analysis and Policy</td>
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<tr>
<td>ENVIR ST/ PUB AFFR/ URB R PL 810</td>
<td>Energy Analysis Seminar</td>
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<td>Choose one of the following:</td>
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<td>A A E/ECON 371</td>
<td>Energy, Resources and Economics</td>
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<tr>
<td>A A E/ENVIR ST/ POP HLTH/ PUB AFFR 881</td>
<td>Benefit-Cost Analysis</td>
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<td>AGROECOL/ AGRONOMY/ ENVIR ST 724</td>
<td>Agroecosystems and Global Change</td>
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<tr>
<td>ENVIR ST/ A A E/ECON/ URB R PL 671</td>
<td>Energy Economics</td>
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<tr>
<td>BSE 460</td>
<td>Biorefining: Energy and Products from Renewable Resources</td>
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<td>CBE 562</td>
<td>Special Topics in Chemical Engineering (Topic: Energy and Sustainability)</td>
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<tr>
<td>CIV ENGR/ G L E 421</td>
<td>Environmental Sustainability Engineering</td>
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<tr>
<td>CIV ENGR 639</td>
<td>Special Topics in Geotechnical Engineering (Topic: Wind Energy Site/Design)</td>
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<tr>
<td>E C E 356</td>
<td>Electric Power Processing for Alternative Energy Systems</td>
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<td>E C E 427</td>
<td>Electric Power Systems</td>
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<td>ENVIR ST/ BSE 367</td>
<td>Renewable Energy Systems</td>
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<tr>
<td>M E 466</td>
<td>Air Pollution Effects, Measurements and Control</td>
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<td>M E 469</td>
<td>Internal Combustion Engines</td>
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<tr>
<td>M E/CBE 567</td>
<td>Solar Energy Technology</td>
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<td>N E 571</td>
<td>Economic and Environmental Aspects of Nuclear Energy</td>
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<td><strong>Energy Policy</strong></td>
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<td>Choose one of the following:</td>
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<tr>
<td>ENVIR ST 349</td>
<td>Climate Change Governance</td>
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<tr>
<td>ENVIR ST/ ATM OCN 355</td>
<td>Introduction to Air Quality</td>
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<tr>
<td>ENVIR ST/ ECON/POLI SCI/ URB R PL 449</td>
<td>Government and Natural Resources</td>
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<tr>
<td>ENVIR ST/ POP HLTH 471</td>
<td>Introduction to Environmental Health</td>
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<td>ENVIR ST/ POP HLTH 502</td>
<td>Air Pollution and Human Health</td>
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<td>ENVIR ST/ POP HLTH 560</td>
<td>Health Impact Assessment of Global Environmental Change</td>
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<td>ENVIR ST/ POI SCI/ PUB AFFR 866</td>
<td>Global Environmental Governance</td>
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<td>GEOSCI/ ENVIR ST 411</td>
<td>Energy Resources</td>
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<td>LAW 848</td>
<td>Introduction to Environmental Law</td>
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<td>POP HLTH/ M&amp;ENVTOX 789</td>
<td>Principles of Environmental Health: A Systems Thinking Approach</td>
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<td></td>
<td><strong>Total Credits</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

OTHER QUALIFYING COURSES
Because the scheduling of the preceding courses is coordinated with the needs of their home departments, EAP cannot guarantee that specific courses will always be offered at specific times or rotations. Each semester, the EAP program faculty will consider other qualifying courses for the upcoming semester that fulfill one of the categories above. Once approved, the EAP Academic Coordinator will distribute a
list of course offerings for the upcoming semester to students in the EAP program.

**COURSE SUBSTITUTIONS**

Students may propose course substitutions by contacting the Academic Coordinator or the Faculty Chair. The EAP Chair makes the final decision. Students should provide a course syllabus and a letter of endorsement from the faculty member teaching the course, preferably before the start of the course. The substitution proposal will be considered based upon the following criteria:

1. the extent to which the course content is devoted to energy
2. the rigor of methodology applied to the course material
3. the context of the class with respect to the student’s study plan

**PEOPLE**

For up-to-date contact information of EAP faculty and staff, visit eap.wisc.edu/faculty (https://eap.wisc.edu/faculty/)

**EAP FACULTY PROGRAM COMMITTEE**

Rob Anex (Certificate Chairperson), Alan Carroll, Morgan Edwards, Tracey Holloway, Bernard Lesieutre, Ben Lindley, Gregory Nemet, Jonathan Patz, Scott Williams, Paul Wilson, Anna Gade (Ex Officio)

**EAP FACULTY AFFILIATES**


**EAP PROGRAM STAFF**

Scott Williams, Colleen Schmit, Page Bazan

**ENERGY ANALYSIS AND POLICY, GRADUATE/PROFESSIONAL CERTIFICATE**

The Energy Analysis and Policy certificate (EAP) provides students with the opportunity to customize their graduate experience, adding energy training to any graduate degree program offered at the University of Wisconsin—Madison. Graduate students can complete the EAP certificate by selecting courses that meet both their degree and EAP requirements. As such, most students can add EAP onto a degree without any additional time or cost. Many prospects choose UW–Madison specifically to participate in the EAP program, while others join EAP upon learning about it after matriculation.

Since its formation in 1980, EAP has provided students with the skills and knowledge needed by professionals in government, energy companies, consulting firms, and other organizations. EAP draws students from across campus. Particularly large student groups from public policy, environmental studies, engineering, and urban planning pursue the certificate because of the program’s interdisciplinary curriculum which considers a wide range of technical, economic, political, and social factors that shape energy policy formulation and decision-making.

**ADMISSIONS**

EAP welcomes applications from students in any graduate degree program at UW-Madison that allows students to pursue a certificate. Students may apply to the EAP program concurrently with their graduate school application or once they have matriculated at UW-Madison. Acceptance into EAP is contingent on enrollment in a graduate degree program.

While there are no prerequisites to the program, it is recommended that EAP applicants have completed at least one college-level course in each of the following five subject areas: physical science (physics or chemistry); natural science (biology, environmental, geology or atmospheric and oceanic); economics; social sciences or humanities (besides economics); and calculus or statistics.

**HOW TO APPLY**

To declare the certificate, students must complete the online Energy Analysis and Policy (EAP) application form (https://go.wisc.edu/EAP-apply/), which includes the following elements:

1. Information on prior educational attainment
2. Information on degree program being pursued
3. A brief statement of interest in the EAP program
4. For prospective students applying to the Environment and Resources MS or PhD programs, the EAP application provides a matching service with potential thesis advisors.

**DEADLINES**

Applications to EAP may be submitted at any time, but applicants are encouraged to apply before the end of their first year in graduate school to ensure timely completion of certificate requirements. Students may take courses that meet certificate requirements prior to completing their application.

**REQUIREMENTS**

Each EAP student must complete five courses (13 credits), including an introductory course, a capstone course, a professional skills seminar, and one course from each of two categories: Energy Analysis and Energy Policy. Courses in the Energy Analysis category involve quantitative analysis of the technical and economic factors that shape society’s use of energy resources. Courses in the Energy Policy category involve the social, political, and environmental factors that underly decision-making around energy choices.

Some courses listed in the Energy Analysis category may have some overlap with the Energy Policy category, and vice versa. Students who wish to use a course for the opposite category that it is listed in should submit a written request to the EAP Academic Coordinator or Faculty Chair. Students should provide a course syllabus and a written justification for why the course should qualify for the other category in the context of their overall course of study, with the EAP Chair making the final decision on whether to accept the request.

The following courses are offered regularly, though other courses (with approval by the EAP faculty program committee) may fulfill one of the requirements below (see note under Other Qualifying Courses (p. 823)).
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<td>Introduction to Energy Analysis and Policy</td>
<td>3</td>
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<tr>
<td>ENVIR ST/ PUB AFFR/ URB R PL 810</td>
<td>Energy Analysis Seminar</td>
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<td>ENVIR ST 900</td>
<td>Seminar (Topic: Prof Skills in Energy Analysis and Policy)</td>
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<td>E P D 731</td>
<td>Energy Efficiency in Buildings</td>
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<td>M E 466</td>
<td>Air Pollution Effects, Measurements and Control</td>
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<td>or CIV ENGR 423</td>
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<tr>
<td>ENVIR ST/ POP HLTH 739</td>
<td>Climate Change, Human and Planetary Health</td>
<td></td>
</tr>
<tr>
<td>ENVIR ST/ POLI SCI/ PUB AFFR 866</td>
<td>Global Environmental Governance</td>
<td></td>
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<tr>
<td>GEOSCI/ ENVIR ST 411</td>
<td>Energy Resources</td>
<td></td>
</tr>
<tr>
<td>LAW 848</td>
<td>Introduction to Environmental Law</td>
<td></td>
</tr>
<tr>
<td>POP HLTH/ M&amp;ENVOX 789</td>
<td>Principles of Environmental Health: A Systems Thinking Approach</td>
<td></td>
</tr>
</tbody>
</table>

| Total Credits | 13 |

1. Because this is a 2-credit course, students selecting this course option are required to take an additional 1-credit course in consultation with the certificate coordinator.

**OTHER QUALIFYING COURSES**

Because the scheduling of the preceding courses is coordinated with the needs of their home departments, EAP cannot guarantee that specific courses will always be offered at specific times or rotations. Each semester, the EAP program faculty will consider other qualifying courses for the upcoming semester that fulfill one of the categories above. Once approved, the EAP Academic Coordinator will distribute a list of course offerings for the upcoming semester to students in the EAP program.

**COURSE SUBSTITUTIONS**

Students may propose course substitutions by contacting the Academic Coordinator or the Faculty Chair. The EAP Chair makes the final decision. Students should provide a course syllabus and a letter of endorsement from the faculty member teaching the course, preferably before the start of the course. The substitution proposal will be considered based upon the following criteria:

1. the extent to which the course content is devoted to energy
2. the rigor of methodology applied to the course material
3. the context of the class with respect to the student’s study plan

**LEARNING OUTCOMES**

1. Demonstrate an awareness of the variety of energy sources and energy conversion technologies and master the language and scientific basis required to engage in the analysis of energy topics.
2. Analyze and compare the sustainability of different energy sources/technologies from the perspective of engineering, economics, environmental impacts, and security of supply.
3. Demonstrate an awareness of the socio-political institutions that govern the energy industry and the societal and social justice impacts of energy policies.
4. Prepare for energy-related career pathways in industry, government, academia, NGOs, regulatory agencies and energy consulting. Gain experience by participating in “real-life” projects for actual clients in multidisciplinary student groups.
For example, such a subcommittee could be charged with reviewing and recommending changes to the Environment and Resources faculty executive program committee. The chair may, at his or her discretion, delegate aspects of the oversight to a subcommittee of the Environment and Resources program chair. The chair may, at his or her discretion, delegate aspects of the oversight to a subcommittee of the Environment and Resources program chair.

The responsibility of overseeing the administration of the minor rests with the Environment and Resources program chair. The chair may, at his or her discretion, delegate aspects of the oversight to a subcommittee of the Environment and Resources faculty executive program committee. For example, such a subcommittee could be charged with reviewing and recommending changes to the Environment and Resources faculty executive program committee.

Environment and Resources is an interdisciplinary program intended to prepare its graduates to undertake scholarly or professional work that requires a breadth of vision sufficient to encompass the complexity of environmental issues. We seek to strengthen our students’ ability to integrate across areas of knowledge so they can create, apply, and transfer world-class data, concepts, and skills about the environment and its sustainability in a flexible, interdisciplinary way to serve the people of the state, region, and world. As a program our learning objectives entail the following. Our students should gain: (1) familiarity with methods and concepts from a range of disciplines relevant to environmental issues and outcomes (interdisciplinarity); (2) a broad understanding of environmental issues and solutions (breadth requirement); (3) knowledge from a coherent and rigorous course of study related to the thesis topic (depth requirement); (4) familiarity with quantitative and qualitative methods and methods of data analysis and presentation appropriate to the study of the environment (measure and analysis requirement); (5) a capacity to integrate knowledge and to make original contributions that improve understanding of environmental problems; (6) the ability to communicate research findings and environmental information generally in writing and orally to a broad audience, including stakeholders and the general public (thesis and defense); and (7) an understanding of professional and ethical responsibility (literature review).

Those minoring in Environment and Resources are expected to present a rationale for how they will use their coursework and related activities to accomplish our objective of strengthening a student’s ability to understand and be able to address environmental problems in an integrative, interdisciplinary way.

Environment and Resources is a research program offering master’s and Ph.D. degrees based on the premise that solutions to environmental challenges require interdisciplinary approaches. Faculty and students are oriented to environmental problems rather than to disciplines. Students are encouraged to explore the specific area that interests them by selecting courses that collectively give them insight into an area that can be understood only by combining insights from multiple disciplines. The program fosters experimentation and innovation, not the mastering of a narrowly defined set of prepackaged competencies. The objective is to produce graduates who are prepared to function comfortably in the complex professional and social communities within which solutions to environmental problems must be found.

The program mandates interdisciplinarity through curriculum requirements, the structure of the student’s faculty advisory committee, and the research endeavor. Students are required to take some courses that collectively give them insight into an area that can be understood only by combining insights from multiple disciplines. The focus is on gaining the knowledge needed to understand the intellectual context of their work and the skills necessary to conduct original research. The program fosters experimentation and innovation, not the mastering of a narrowly defined set of prepackaged competencies. The objective is to produce graduates who are prepared to function comfortably in the complex professional and social communities within which solutions to environmental problems must be found.

For admission to the minor, students submit a form detailing the minor. On the form, the student is to (a) list the courses for the minor, (b) provide a title and brief (few sentences) description of the minor (e.g., water resources, remote sensing, energy analysis, public policy, environmental history), and (c) include the signature of the student’s academic advisor indicating an endorsement of the proposed minor. Up to 3 of the 9 credits required for the minor may come from previous graduate coursework taken elsewhere. Any previous graduate coursework is to be clearly denoted as such, and the student is to include a transcript verifying where and when the course was taken.

The minor requires 9 credits of coursework. Because of the breadth of environmental studies, a fixed sequence is not prescribed, since the appropriate selection of courses will be dictated in large part by the coursework in the major degree. However, students are required to select courses that collectively give them insight into an area that can be understood only by combining insights from multiple disciplines. In most cases this will build off of a student’s major field of study. For example, a student majoring in a laboratory or physical science might want to emphasize coursework in social sciences or humanities to give perspective on how natural science interfaces with social or humanistic concerns.
Environment or Energy Analysis and Policy. Any bachelor’s degree from an accredited institution may be acceptable.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

* Recommended for those seeking University Fellowship consideration.

**DEADLINES**

Application materials for Environment and Resources must be received by December 1 for admission to the following summer session or fall semester and by October 15 for admission to the following spring semester.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

In most cases Environment and Resources is unable to guarantee any funding to students. However, many of our students obtain funding through other departments on campus, and we recommend that students contact faculty or departments directly if they have teaching or research skills in specific areas. Individual faculty members occasionally have their own sources of support for research or project assistants, though we strongly urge students not to depend on these as guaranteed sources of funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

* Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
</tr>
<tr>
<td>Credit</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
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</tr>
<tr>
<td>Minimum</td>
<td>16 credits</td>
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<tr>
<td>Residence</td>
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<tr>
<td>Credit</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Graduate</td>
<td></td>
</tr>
<tr>
<td>Coursework</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
</tbody>
</table>

Overall 3.00 GPA required.
Other Grade Requirements: Grades of BC or C may be counted toward program requirements if they are offset by equivalent AB or A grades in other courses. A 3.00 average must be maintained in the student’s breadth categories as well as their individual program focus category. With the exception of research credits, a maximum of 2 credits graded S may be counted toward program requirements if approved by the student’s thesis committee and the program chair. Courses that are audited or graded pass/fail or credit/no credit will not count toward program requirements.

Assessments and Examinations: All students must complete a program certification and a thesis. Students must pass a final thesis defense which constitutes the final examination.

Language Requirements: No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breadth Requirements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Category 1: Natural Science</td>
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</tr>
<tr>
<td>Category 2: Social Science &amp; Humanities</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Category 3: Measurement &amp; Analysis</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Individual Program Focus &amp; Research</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

1. Students choose any biological sciences and/or physical sciences courses in the 300–999 range. At least three credits must be from UW-Madison.
2. Students choose any social sciences and/or arts & humanities courses in the 300–999 range. At least three credits must be from UW-Madison.
3. Students choose any measurement/analysis/tools/methods courses in the 300–999 range. At least three credits must be from UW-Madison.
4. Students choose any courses, in the 300–999 range, that pertain to their individual research and thesis endeavor. At least one graduate seminar (research or topical) is required, and up to six Research credits may be used toward this category. At least six credits must be from UW-Madison (not including Research credits).

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions:

With thesis committee and program chair approval, students are allowed to count up to 15 credits of graduate coursework from other institutions. Students must have at least three UW-Madison credits in each of the three breadth categories, and at least six UW-Madison credits in the individual program focus category (not including Research credits). Coursework completed five or more years prior to admission to the master’s degree is not allowed to satisfy graduate degree or graduate coursework requirements.

UW-Madison Undergraduate:

No credits from a UW–Madison undergraduate degree are allowed to count toward the program.

UW-Madison University Special:

With thesis committee and program chair approval, students are allowed to count up to 15 credits of coursework taken as a UW–Madison Special student. Such credits from courses numbered 300 and higher can count toward graduate residency and graduate degree requirements. Such credits from courses numbered 700 and higher can count toward the graduate coursework (50%) requirement. Coursework completed five or more years prior to admission to the program is not allowed to satisfy graduate residency, graduate degree, or graduate coursework requirements.

PROBATION:

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE:

All students must assemble a three-member thesis committee that represents a minimum of two departments, preferably no later than their third semester in the program. To meet the interdisciplinary requirement the committee must include members tenured in one of the natural sciences divisions (Biological Sciences, Physical Sciences) and one of the social sciences divisions (Social Studies, Arts & Humanities). Two of the three committee members must be members of the Graduate Faculty. The third, subject to approval of the program chair, may be any qualified person, on or off campus, who holds at least a master’s degree.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS:

Major’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS:

These resources may be helpful in addressing your concerns:
• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

This document was reviewed by the Graduate Student working group and approved by vote of Nelson Institute Governance with subsequent review by campus HR; please note that this was prior to the revision of GAPP by campus in 2019-20, as well as present and expected changes in 2020 after to Title IX, Office of the Dean of Students, etc.

Preamble:
Any student who feels that they have been treated unfairly by a faculty or staff member has the right to seek redress and to receive a hearing of the grievance following these procedures. It applies only to grievances about those persons who are employees of the Nelson Institute, who teach for the Nelson Institute or otherwise are subject to administrative oversight by the Institute. The complaint may concern course grades, program admission, classroom treatment, hostile or intimidating behavior, or any other issue. Note that these procedures are for students bringing grievances to the Nelson Institute, they do not cover issues relating to the classroom behavior of students which must be referred to the Dean of Students.

The procedures outlined below are used in the Nelson Institute to ensure a prompt and fair hearing of complaints, and to protect the rights of both the student and the person at whom the complaint is directed. These policies describe formal procedures. A student is free to bypass these procedures if they do not wish for an Institute sanctioned resolution.

A complaint covered here may involve issues that either require or that would benefit from being directed to one of the campus programs or offices addressing complaints and grievances. See https://compliance.wisc.edu/ and https://compliance.wisc.edu/wp-content/uploads/sites/102/2018/09/Safe-Learning-and-Work-Guide.Fall_FY19-Accessible.pdf (Accessed Oct. 2020). Please review the most recent information on Title IX on campus, as guidelines and contacts may change. Graduate students should review information at https://grad.wisc.edu/documents/grievances-and-appeals/ (Accessed Feb. 2019) Undergraduate students may wish to review information available in the undergraduate course catalog. There they will find this option presented: “For assistance in determining options, students can contact the on-call dean in the Dean of Students Office, 608-263-5700, Room 70 Bascom Hall, Monday – Friday, 8:30 a.m. – 4:30 p.m.”

Also, students should know that academic administrators may be required to report instances of sexual harassment or violence in accordance with university policy and the Clery act. (See: http://uwpd.wisc.edu/crime-data/clery-act/ Accessed Oct. 2018).

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity.

Questions about Nelson Institute procedures can be directed to the Associate Dean for Research and Education.

Procedures:

1. If possible, the student (complainant) should first talk with the person against whom the grievance is directed to advise them of their complaint and to determine if resolution is possible.
2. If the student is not satisfied, or if they do not feel comfortable addressing the person to whom the grievance is directed, they should ask to speak to the immediate supervisor of the person involved. If the complaint is directed against a teaching assistant, the student should talk to the TA’s supervisor, who is usually the course professor. If the student grievance concerns a faculty or staff member in Nelson, the next formal step is for the student to meet with the Associate Dean for Research and Education. If the complaint is not resolved at this level, the student may continue to the next step (4).
3. It is recognized that a student may be reluctant to bring their grievance to the person against whom the complaint is directed, or to their supervisor, or to anyone else in the administrative hierarchy. In that case, the student should seek out a person who can guarantee confidentiality to the extent allowed by the law and university policy and provide non-judgmental advice as to appropriate next steps. Note that if criminal activity is involved confidentiality cannot be guaranteed. If a student does not know of any suitable person, they may approach any member of the Nelson Institute Academic Programs staff who will be able either to serve as a confidential discussant or who will be able to direct the student to someone who can assure confidentiality. Their role is to be that of Ombuds, meaning that they are not to take a position with respect to the validity of the grievance. Their role is to advise the student as to appropriate next steps.
4. To start a formal grievance process, the student must submit the grievance in writing to the Nelson Institute Associate Dean for Research and Education (hereafter Associate Dean) as soon
as possible. An email for which receipt is acknowledged will be considered a written submission.

5. On receipt of the written complaint, the Associate Dean will acquaint themselves with the issues. This may involve face to face meetings or other means of establishing the facts in dispute. The Associate Dean will have the option of proposing a resolution. If the proposed resolution is accepted by parties directly involved, the matter will be considered settled at this level. Relevant documents will be archived by the Office of the Assistant Dean for Administration. At any point in the proceedings after the receipt and acknowledgement of the grievance by the Associate Dean, the complainant or the compliance will have the option of requesting that the matter be referred to an ad hoc committee. This request must be submitted in writing and acknowledged by the Associate Dean.

6. If the matter cannot be settled through the mediation of the Associate Dean, or if the Associate Dean has concluded that the case merits further attention, or if the complainant has requested that the matter be referred to an ad hoc committee an ad hoc committee will be appointed by the Dean of the Nelson Institute or their designee. The committee will consist of at least three members. Within 10 working days, the student will be allowed to revise the complaint or to add material to the complaint document to be provided to the committee. The complainant may request a change in committee membership, but the final decision on the committee will remain with the Dean. The committee may request a written response from the person toward whom the complaint is directed. This response shall be shared with the person filing the grievance. The ad hoc committee will meet to discuss the case. They are authorized to seek additional information if they feel it is necessary. They will convey their written decision regarding the case including any recommendations for remediation or mediation to the Associate Dean within 30 working days from the charge to the committee. The Associate Dean will provide a copy of the committee's written decision to the student regarding the case within 10 working days of receiving the committee's report; the Associate Dean will also confirm that the past record on file of any grievances regarding the parties involved has been investigated; and, the Associate Dean will provide the student a statement outlining the formal plan of steps that will be taken officially on the part of the Nelson Institute.

7. The complainant then has the option of taking their grievance to the university level. There are several options available. Consult websites referenced above.

8. The written documents relevant to the grievance will be archived in hard copy and electronic form as appropriate in a “Grievance Record” by the office of the Assistant Dean of Administration and will be maintained for a minimum of five years.

9. The cumulative record involving any of the parties to a grievance will be reviewed each time a formal grievance is presented as in Step 4, above, in order to determine whether the pattern of grievance, such as past filings, indicates any actions are warranted.

OTHER
n/a
The program mandates interdisciplinarity through curriculum requirements, the structure of the student's faculty advisory committee, and the research endeavor. Students are required to take some courses in diverse disciplinary topics and other courses that are intended to strengthen problem-solving skills. A thesis (M.S.) or a dissertation (Ph.D.) is required of all students. Each student's faculty advisory committee must consist of persons who collectively ensure interdisciplinary support and evaluation. Students can pursue interests over the full range of environmental studies from more of a physical or biological science research project to those emphasizing more of the social sciences or humanities including policy, environmental history, community action, or social justice. Students who feel a need to follow a more structured course of study may also pursue certificates in Culture, History, and Environment or Energy Analysis and Policy. Any bachelor's degree from an accredited institution may be acceptable.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

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Other Test(s) (e.g., GMAT, MCAT) | n/a
Letters of Recommendation Required | 3

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REQUIREMENTS

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MAJOR REQUIREMENTS

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<table>
<thead>
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<th>Mode of Instruction</th>
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<td>No</td>
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Mode of Instruction Definitions

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Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>51 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td></td>
</tr>
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51 credits
Minimum Residence Credit Requirement: 32 credits

Minimum Graduate Coursework Requirement: Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: Grades of BC or C may be counted toward program requirements if they are offset by equivalent AB or A grades in other courses. A 3.00 average must be maintained in the student’s breadth categories as well as their individual program focus category. With the exception of research credits, a maximum of 2 credits graded S may be counted toward program requirements if approved by the student’s dissertation committee and by the program chair. Courses that are audited or graded pass/fail or credit/no credit will not count toward program requirements.

Assessments and Examinations: All students must complete an initial coursework proposal, preferably after their first year, as well as a final coursework proposal. Students must pass a qualifying examination, a preliminary examination, and a final dissertation defense which constitutes the final examination.

Language Requirements: No language requirements.

Doctoral Minor/Breadth Requirements: Due to the breadth and interdisciplinary nature of the program, Environment and Resources doctoral students are not required to pursue a minor.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Breadth Requirements</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Category 1: Natural Science</td>
<td>1</td>
<td>9</td>
</tr>
<tr>
<td>Category 2: Social Science &amp; Humanities</td>
<td>2</td>
<td>9</td>
</tr>
<tr>
<td>Category 3: Measurement &amp; Analysis</td>
<td>3</td>
<td>9</td>
</tr>
<tr>
<td>Individual Program Focus &amp; Research</td>
<td>4</td>
<td>15</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td></td>
<td>42</td>
</tr>
</tbody>
</table>

1. Students choose any biological sciences and/or physical sciences courses in the 300–999 range. At least three credits must be from UW-Madison.
2. Students choose any social sciences and/or arts & humanities courses in the 300–999 range. At least three credits must be from UW-Madison.
3. Students choose any measurement/analysis/tools/methods courses in the 300–999 range. At least three credits must be from UW-Madison.
4. Students choose any courses, in the 300–999 range, that pertain to their individual research and dissertation endeavor. Above and beyond the 15 credits required for this category, students must also take at least two graduate seminars (research or topical) as well as a variable number of Research credits. Students may double count up to 9 credits with one of their breadth categories. At least six credits must be from UW-Madison (not including Research credits).

**GRADUATE SCHOOL POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

With dissertation committee and program chair approval, students are allowed to count up to 24 credits of graduate coursework from other institutions. Students must have at least three UW-Madison credits in each of the three breadth categories, and at least six UW-Madison credits in the individual program focus category (not including Research credits). Coursework completed ten or more years prior to admission to the doctoral degree is not allowed to satisfy graduate degree or graduate coursework requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the program.

UW–Madison University Special

With dissertation committee and program chair approval, students are allowed to count up to 15 credits of coursework taken as a UW–Madison Special student. Such credits from courses numbered 300 and higher can count toward graduate residency and graduate degree requirements. Such credits from courses numbered 700 and higher can count toward the graduate coursework (50%) requirement. Coursework completed ten or more years prior to admission to the program is not allowed to satisfy graduate residency, graduate degree, or graduate coursework requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

**ADVISOR / COMMITTEE**

All students must assemble a four-member dissertation committee that represents a minimum of three departments, preferably no later than their fourth semester in the program. To meet the interdisciplinary requirement...
the committee must include members tenured in one of the natural sciences divisions (Biological Sciences, Physical Sciences) and one of the social sciences divisions (Social Studies, Arts & Humanities). Three of the four committee members must be members of the Graduate Faculty. The fourth, subject to approval of the program chair, may be any qualified person, on or off campus, who holds a doctoral degree.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

This document was reviewed by the Graduate Student working group and approved by vote of Nelson Institute Governance with subsequent review by campus HR; please note that this was prior to the revision of GAPP by campus in 2019-20, as well as present and expected changes in 2020 after to Title IX, Office of the Dean of Students, etc.

**Preamble:**

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to seek redress and to receive a hearing of the grievance following these procedures. It applies only to grievances about those persons who are employees of the Nelson Institute, who teach for the Nelson Institute or otherwise are subject to administrative oversight by the Institute. The complaint may concern course grades, program admission, classroom treatment, hostile or intimidating behavior, or any other issue. Note that these procedures are for students bringing grievances to the Nelson Institute, they do not cover issues relating to the classroom behavior of students which must be referred to the Dean of Students.

The procedures outlined below are used in the Nelson Institute to ensure a prompt and fair hearing of complaints, and to protect the rights of both the student and the person at whom the complaint is directed. These policies describe formal procedures. A student is free to bypass these procedures if they do not wish for an Institute sanctioned resolution.

A complaint covered here may involve issues that either require or that would benefit from being directed to one of the campus programs or offices addressing complaints and grievances. See https://compliance.wisc.edu/ and https://compliance.wisc.edu/wp-content/uploads/sites/102/2018/09/Safe-Learning-and-Work-Guide.Fall_FY19-Accessible.pdf (Accessed Oct. 2020). Please review the most recent information on Title IX on campus, as guidelines and contacts may change. Graduate students should review information at https://grad.wisc.edu/documents/grievances-and-appeals/ (Accessed Feb. 2019) Undergraduate students may wish to review information available in the undergraduate course catalog. There they will find this option presented: “For assistance in determining options, students can contact the on-call dean in the Dean of Students Office, 608-263-5700, Room 70 Bascom Hall, Monday– Friday, 8:30 a.m.–4:30 p.m.”

Also, students should know that academic administrators may be required to report instances of sexual harassment or violence in accordance with university policy and the Clery act. (See: http://uwpd.wisc.edu/crime-data/clery-act/ Accessed Oct. 2018).

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity.

Questions about Nelson Institute procedures can be directed to the Associate Dean for Research and Education.

**Procedures:**

1. If possible, the student (complainant) should first talk with the person against whom the grievance is directed to advise them of their complaint and to determine if resolution is possible.
2. If the student is not satisfied, or if they do not feel comfortable addressing the person to whom the grievance is directed, they should ask to speak to the immediate supervisor of the
person involved. If the complaint is directed against a teaching assistant, the student should talk to the TA's supervisor, who is usually the course professor. If the student grievance concerns a faculty or staff member in Nelson, the next formal step is for the student to meet with the Associate Dean for Research and Education. If the complaint is not resolved at this level, the student may continue to the next step (4).

3. It is recognized that a student may be reluctant to bring their grievance to the person against whom the complaint is directed, or to their supervisor, or to anyone else in the administrative hierarchy. In that case, the student should seek out a person who can guarantee confidentiality to the extent allowed by the law and university policy and provide non-judgmental advice as to appropriate next steps. Note that if criminal activity is involved confidentiality cannot be guaranteed. If a student does not know of any suitable person, they may approach any member of the Nelson Institute Academic Programs staff who will be able either to serve as a confidential discussant or who will be able to direct the student to someone who can assure confidentiality. Their role is to be that of Ombuds, meaning that they are not to take a position with respect to the validity of the grievance. Their role is to advise the student as to appropriate next steps.

4. To start a formal grievance process, the student must submit the grievance in writing to the Nelson Institute Associate Dean for Research and Education (hereafter Associate Dean) as soon as possible. An email for which receipt is acknowledged will be considered a written submission.

5. On receipt of the written complaint, the Associate Dean will acquaint themselves with the issues. This may involve face to face meetings or other means of establishing the facts in dispute. The Associate Dean will have the option of proposing a resolution. If the proposed resolution is accepted by parties directly involved, the matter will be considered settled at this level. Relevant documents will be archived by the Office of the Assistant Dean for Administration. At any point in the proceedings after the receipt and acknowledgement of the grievance by the Associate Dean, the complainant or the compliance will have the option of requesting that the matter be referred to an ad hoc committee. This request must be submitted in writing and acknowledged by the Associate Dean.

6. If the matter cannot be settled through the mediation of the Associate Dean, or if the Associate Dean has concluded that the case merits further attention, or if the complainant has requested that the matter be referred to an ad hoc committee an ad hoc committee will be appointed by the Dean of the Nelson Institute or their designee. The committee will consist of at least three members. Within 10 working days, the student will be allowed to revise the complaint or to add material to the complaint document to be provided to the committee. The complainant may request a change in committee membership, but the final decision on the committee will remain with the Dean. The committee may request a written response from the person toward whom the complaint is directed. This response shall be shared with the person filing the grievance. The ad hoc committee will meet to discuss the case. They are authorized to seek additional information if they feel it is necessary. They will convey their written decision regarding the case including any recommendations for remediation or mediation to the Associate Dean within 30 working days from the charge to the committee. The Associate Dean will provide a copy of the committee's written decision to the student regarding the case within 10 working days of receiving the committee's report; the Associate Dean will also confirm that the past record on file of any grievances regarding the parties involved has been investigated; and, the Associate Dean will provide the student a statement outlining the formal plan of steps that will be taken officially on the part of the Nelson Institute.

7. The complainant then has the option of taking their grievance to the university level. There are several options available. Consult websites referenced above.

8. The written documents relevant to the grievance will be archived in hard copy and electronic form as appropriate in a "Grievance Record" by the office of the Assistant Dean of Administration and will be maintained for a minimum of five years.

9. The cumulative record involving any of the parties to a grievance will be reviewed each time a formal grievance is presented as in Step 4, above, in order to determine whether the pattern of grievance, such as past filings, indicates any actions are warranted.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

SUMMER WRITING RETREAT
A four-day weekend summer (early June typically) writing retreat led by emeritus faculty member Sharon Dunwoody is available to any student in the program who is in the process of undertaking a serious writing commitment like a thesis, dissertation, grant proposal, or class paper. There is a peer review component to this retreat, so all participants will share at least some parts of their work for feedback from the instructor and their peers.

LEARNING OUTCOMES

1. Demonstrate doctoral level knowledge of interdisciplinary environmental studies.
2. Demonstrate doctoral level knowledge of a substantive area of environmental studies, adequate to begin preparing their Ph.D. dissertation.
3. Demonstrate doctoral level knowledge of research methodology appropriate to their substantive area of focus.
4. Demonstrate skill in conducting academic research and scholarly inquiry that advances the interdisciplinary field of environmental studies.
ENVIRONMENTAL CONSERVATION, M.S.

The Nelson Institute’s professional programs offer environmental leadership training in areas of identified and emerging need across our sector, convening people and perspectives from around the world and equipping graduates with the necessary environmental knowledge to tackle their next career challenge. We have two professional master’s programs. Within the Environmental Conservation master of science degree, students can select a named option in either Environmental Conservation (p. 834) or in Environmental Observation & Informatics (p. 839).

Upon degree completion, graduates will receive an M.S. in Environmental Conservation with a named option in one of the above. The curriculum in our professional programs is designed in close consultation with leaders in environmental practice to meet emerging global challenges and demands. We offer our professional master’s in an accelerated, 15-month blended curriculum with on-campus and remote experiences to accommodate working professionals and busy lives. Students are in Madison for the summer and fall semester—two of the most beautiful seasons in Wisconsin—and then have classes online in spring that can be taken wherever you are in the world. The final, fourth semester is spent completing the student’s M.S. leadership project.

Learn more about:

• ENVIRONMENTAL CONSERVATION NAMED OPTION (P. 834)
• ENVIRONMENTAL OBSERVATION & INFORMATICS NAMED OPTION (P. 839)

ADMISIONS

Students apply to the Master of Science in Environmental Conservation through one of the named options:

• Environmental Conservation (p. 835)
• Environmental Observation and Informatics (p. 839)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Because of the immersive nature of our programs, with condensed time on campus and remote experiences, Environmental Conservation students are not eligible for any campus appointments such as teaching assistantships, project assistantships, research assistantships, or fellowships. This applies to both the Environmental Conservation and the Environmental Observation & Informatics named options. We encourage all students to apply for our Environmental Conservation tuition assistance program, and to seek additional sources of grants, scholarships, or loans. Students in the Environmental Conservation program’s named options are not permitted to seek double, joint, or dual degrees.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

Requirements | Detail
--- | ---
Minimum Credit Requirement | 32 credits
Minimum Residence Credit Requirement | 32 credits
Graduate Coursework Requirement | Half of degree coursework (16 credits out of 32 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.
Overall Graduate GPA Requirement | 3.00 GPA required.
Other Grade Requirements | See Named Options for policy information.
Assessments and Examinations | All students must submit a leadership placement proposal and work plan, complete a professional leadership experience (independent practice) of at least eight weeks, followed by a substantial written report or deliverable for their host organization, and an exit seminar presentation.
Language Requirements | No language requirements.
REQUIRED COURSES

Select a Named Option (p. 834) for courses required.
NAMED OPTIONS
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Environmental Conservation must select one of the following named options:

- ENVIRONMENTAL CONSERVATION: ENVIRONMENTAL CONSERVATION, M.S. (P. 834)
- ENVIRONMENTAL CONSERVATION: ENVIRONMENTAL OBSERVATION AND INFORMATICS, M.S. (P. 839)

POLICIES
Students should refer to one of the named options for policy information:

- Environmental Conservation (p. 835)
- Environmental Observation and Informatics (p. 839)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Apply the principles of conservation science and sustainability to real world environmental problems. (Environmental Conservation Named Option)
2. Explain the interconnections between environmental conservation and human well-being, and identify social, economic, and institutional conditions that favor sustainability. (Environmental Conservation Named Option)
3. Conceptualize, strategize, design, and implement innovative environmental problem-solving techniques. (Environmental Conservation Named Option)
4. Demonstrate competence in core professional skills related to conservation practice, including: written, verbal, and visual communication; conflict resolution; interdisciplinary team building and problem definition; conservation planning; and program evaluation. (Environmental Conservation Named Option)
5. Recognize and apply principles of ethical and professional conduct in environmental conservation. (Environmental Conservation Named Option)
6. Apply the principles of conservation science and sustainability to real world environmental problems. (Environmental Observation and Informatics Named Option)
7. Explain the interconnections between environmental conservation and human well-being, and identify social, economic, and institutional conditions that favor sustainability. (Environmental Observation and Informatics Named Option)
8. Choose and apply the most appropriate and powerful platforms and technologies to address environmental challenges related to both human activities and natural dynamics. Interpret remotely-sensed earth observation data and apply those data to complex environmental problems. (Environmental Observation and Informatics Named Option)
9. Construct models of environmental phenomena to better understand natural processes and human actions, to predict and project future outcomes and scenarios, and to quantitatively evaluate those scenarios to enable more informed management and policy decisions. Conduct robust statistical analyses to examine quantitative model output and distributed environmental data, and interpret resulting patterns and trends. (Environmental Observation and Informatics Named Option)
10. Drive strategic thinking to design and manage the use of observation technologies to advance policy and program direction, and engage with organization leadership. (Environmental Observation and Informatics Named Option)
11. Conceptualize, strategize, design, and implement innovative environmental problem-solving techniques. (Environmental Observation and Informatics Named Option)
12. Demonstrate competence in core professional skills related to earth observation practice including written, verbal, and visual communication; conflict resolution; interdisciplinary team building and problem definition; mission planning; and program evaluation. (Environmental Observation and Informatics Named Option)
13. Recognize and apply principles of ethical and professional conduct in environmental observation and informatics. (Environmental Observation and Informatics Named Option)

PEOPLE

FACULTY EXECUTIVE PROGRAM COMMITTEES

ENVIRONMENTAL CONSERVATION PROGRAM COMMITTEE
Timothy Van Deelen (Program Chairperson) Robert Beattie, David Drake, Holly Gibbs, Evelyn Howell, Alberto Vargas, Paul Zedler (Ex Officio)

ENVIRONMENTAL OBSERVATION & INFORMATICS PROGRAM COMMITTEE
Annemarie Schneider (Program Chairperson), Mutlu Ozdogan, Janet Silbernagel, Stephen Ventura, Jun Zhu, Paul Zedler (Ex Officio)

ENVIRONMENTAL CONSERVATION: ENVIRONMENTAL CONSERVATION, M.S.

This is a named option in the Environmental Conservation M.S. (p. 833)

The Environmental Conservation named option is a 15-month blended learning curriculum designed to train conservation leaders in practical interdisciplinary skills. Built on the legacy of pioneering environmental leaders such as John Muir, Aldo Leopold, and Gaylord Nelson, alongside current leaders in the field of conservation, the program helps early-career working professionals advance their leadership and
environmental management expertise through campus learning and remote experiences.

With curricula in conservation planning, land use policy, and in professional skills such as applied GIS, conservation fundraising, protected area management, program evaluation, and strategic communications, students are better prepared to tackle complex challenges in a changing world. Students also engage directly with a range of conservation organizations and practitioners, helping to solve some of the most urgent challenges in biodiversity conservation and environmental protection.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>This program does not admit in the fall.</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>May be required in certain cases; consult program.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
</tbody>
</table>

Complete applications will include all items below. For applicants who have a GPA below 3.0, the GRE is required. For those who have GPAs at 3.0 or above, GRE scores are not required for admission to the EC named option. Admissions decisions will be based on the entirety of each applicant’s credentials.

1. Professional credentials/resume
2. Reasons for graduate study/statement of interest in this program or field
3. Two letters of professional recommendation; one letter from a current or former employer and one letter from a former university advisor are preferred. Although the online UW-Madison application gives you the option of adding three references, only two references are required for this program.
4. One copy of undergraduate transcripts submitted electronically in the application
5. Supplemental application (found in UW-Madison online application)
6. GRE scores (dependent on undergraduate GPA)

For foreign students, TOEFL or IELTS scores are also needed. The minimum TOEFL score required is 92 for the internet-based test (iBT) and 580 for the paper-based test (PBT). The minimum IELTS score required is 7.0. Applicants with language scores below these requirements may be considered for program admission under special circumstances. The UW-Madison Graduate School also requires proof of sufficient tuition funds for foreign applicants accepted into the program.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Because of the immersive nature of our programs, with condensed time on campus and remote experiences, Environmental Conservation students are not eligible for any campus appointments such as teaching assistantships, project assistantships, research assistantships, or fellowships. This applies to both the Environmental Conservation and the Environmental Observation & Informatics named options. We encourage all students to apply for our Environmental Conservation tuition assistance program, and to seek additional sources of grants, scholarships, or loans. Students in the Environmental Conservation program’s named options are not permitted to seek double, joint, or dual degrees.
**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

- **Minimum Credit Requirement:** 32 credits
- **Minimum Residence Credit Requirement:** 32 credits
- **Minimum Graduate Coursework Requirement:** Half of degree coursework (16 credits out of 32 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).
- **Overall Graduate GPA Requirement:** 3.00 GPA required.
- **Other Grade Requirements:** The Graduate School requires a cumulative GPA of 3.0 in all coursework (300 and above) taken as a graduate student unless program-specific conditions require higher grades for probationary status. Grades of Incomplete (I) are considered to be unsatisfactory if they are not removed during the next enrolled semester.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENVIR ST/URB R PL 843</td>
<td>Land Use Policy and Planning</td>
<td>3</td>
</tr>
<tr>
<td>ENVIR ST 951</td>
<td>Conservation of Biodiversity</td>
<td>3</td>
</tr>
<tr>
<td>ENVIR ST 972</td>
<td>Conservation Planning</td>
<td>4</td>
</tr>
<tr>
<td>ENVIR ST 974</td>
<td>Environmental Conservation Cohort Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENVIR ST 975</td>
<td>Environmental Conservation Leadership Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENVIR ST 976</td>
<td>The Practice of Conservation Biology and Sustainable Development</td>
<td>1</td>
</tr>
<tr>
<td>ENVIR ST 978</td>
<td>Environmental Conservation Tools Modules</td>
<td>6</td>
</tr>
<tr>
<td>ENVIR ST 979</td>
<td>Environmental Conservation Professional Practice</td>
<td>3</td>
</tr>
<tr>
<td>ENVIR ST 999</td>
<td>Advanced Independent Study</td>
<td>4</td>
</tr>
</tbody>
</table>

Electives in consultation with advisor. Most electives will be taken in ENVIR ST. Please check with program about electives outside of ENVIR ST.

**Total Credits:** 32

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

No credits from another institution are allowed to count toward the program.

**UW–Madison Undergraduate**

With program approval, up to six credits of selected coursework taken as a UW–Madison undergraduate student may count toward the EC program curriculum. Those credits taken as an undergraduate student cannot count toward the graduate residence or graduate coursework requirements, but they can count toward the graduate degree requirement if the courses were at least 300 level and completed within three years of matriculating in the program.
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**CREDITS PER TERM ALLOWED**

15 credits

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If a student has been absent for a semester or more, they must file a new Graduate School application for admission and submit it with a new application fee. UW–Madison master’s degree students who have been absent for five or more consecutive years lose all credits they had earned before their absence. The program may count the coursework students completed prior to their absence toward meeting EC named option requirements, but the Graduate School will not count that coursework toward their graduate residence, graduate degree, or graduate coursework requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
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- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
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- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

This document was reviewed by the Graduate Student working group and approved by vote of Nelson Institute Governance with subsequent review by campus HR; please note that this was prior to the revision of GAPP by campus in 2019-20, as well as present and expected changes in 2020 after to Title IX, Office of the Dean of Students, etc.

**Preamble:**

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to seek redress and to receive a hearing of the grievance following these procedures. It applies only to grievances about those persons who are employees of the Nelson Institute, who teach for the Nelson Institute or otherwise are subject to administrative oversight by the Institute. The complaint may concern course grades, program admission, classroom treatment, hostile or intimidating behavior, or any other issue. Note that these procedures are for students bringing grievances to the Nelson Institute, they do not cover issues relating to the classroom behavior of students which must be referred to the Dean of Students.

The procedures outlined below are used in the Nelson Institute to ensure a prompt and fair hearing of complaints, and to protect the rights of both the student and the person at whom the complaint is directed. These policies describe formal procedures. A student is free to bypass these procedures if they do not wish for an Institute sanctioned resolution.

A complaint covered here may involve issues that either require or that would benefit from being directed to one of the campus programs or offices addressing complaints and grievances. See https://compliance.wisc.edu/ and https://compliance.wisc.edu/wp-content/uploads/sites/102/2018/09/Safe-Learning-and-Work-Guide.Fall_FY19-Accessible.pdf (Accessed Oct. 2020). Please review the most recent information on Title IX on campus, as guidelines and contacts may change. Graduate students should review information at https://grad.wisc.edu/documents/grievances-and-appeals/ (Accessed Feb. 2019) Undergraduate students may wish to review information available in the undergraduate course catalog. There they will find this option presented: "For assistance in determining options, students can contact the on-call dean in the Dean of Students Office, 608-263-5700, Room 70 Bascom Hall, Monday—Friday, 8:30 a.m.—4:30 p.m."
Also, students should know that academic administrators may be required to report instances of sexual harassment or violence in accordance with university policy and the Clery Act. (See: http://uwpd.wisc.edu/crime-data/clery-act/ Accessed Oct. 2018).

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity.

Questions about Nelson Institute procedures can be directed to the Associate Dean for Research and Education.

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1. If possible, the student (complainant) should first talk with the person against whom the grievance is directed to advise them of their complaint and to determine if resolution is possible.

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4. To start a formal grievance process, the student must submit the grievance in writing to the Nelson Institute Associate Dean for Research and Education (hereafter Associate Dean) as soon as possible. An email for which receipt is acknowledged will be considered a written submission.

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6. If the matter cannot be settled through the mediation of the Associate Dean, or if the Associate Dean has concluded that the case merits further attention, or if the complainant has requested that the matter be referred to an ad hoc committee an ad hoc committee will be appointed by the Dean of the Nelson Institute or their designee. The committee will consist of at least three members. Within 10 working days, the student will be allowed to revise the complaint or to add material to the complaint document to be provided to the committee. The complainant may request a change in committee membership, but the final decision on the committee will remain with the Dean. The committee may request a written response from the person toward whom the complaint is directed. This response shall be shared with the person filing the grievance. The ad hoc committee will meet to discuss the case. They are authorized to seek additional information if they feel it is necessary. They will convey their written decision regarding the case including any recommendations for remediation or mediation to the Associate Dean within 30 working days from the charge to the committee. The Associate Dean will provide a copy of the committee’s written decision to the student regarding the case within 10 working days of receiving the committee’s report; the Associate Dean will also confirm that the past record on file of any grievances regarding the parties involved has been investigated; and, the Associate Dean will provide the student a statement outlining the formal plan of steps that will be taken officially on the part of the Nelson Institute.

7. The complainant then has the option of taking their grievance to the university level. There are several options available. Consult websites referenced above.

8. The written documents relevant to the grievance will be archived in hard copy and electronic form as appropriate in a “Grievance Record” by the office of the Assistant Dean of Administration and will be maintained for a minimum of five years.

9. The cumulative record involving any of the parties to a grievance will be reviewed each time a formal grievance is presented as in Step 4, above, in order to determine whether the pattern of grievance, such as past filings, indicates any actions are warranted.

**OTHER**

Because of the immersive nature of our program, with condensed time on campus and remote experiences, Environmental Conservation students are only eligible for campus appointments that total 30% time or less, or hourly work. We encourage all students to apply for our Environmental Conservation program tuition assistance, and to seek additional sources of grants, scholarships, or loans. Students in the Environmental Conservation program are not permitted to seek dual degrees or take courses outside of the listed required coursework.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

FACULTY EXECUTIVE PROGRAM COMMITTEES

ENVIRONMENTAL CONSERVATION PROGRAM COMMITTEE
Timothy Van Deelen (Program Chairperson) Robert Beattie, David Drake, Holly Gibbs, Evelyn Howell, Alberto Vargas, Paul Zedler (Ex Officio)

ENVIRONMENTAL OBSERVATION & INFORMATICS PROGRAM COMMITTEE
Annemarie Schneider (Program Chairperson), Mutlu Ozdogan, Janet Silbernagel, Stephen Ventura, Jun Zhu, Paul Zedler (Ex Officio)

ENVIRONMENTAL CONSERVATION: ENVIRONMENTAL OBSERVATION AND INFORMATICS, M.S.
This is a named option in the Environmental Conservation M.S. (p. 833)

The Environmental Observation and Informatics (EOI) named option integrates cross-cutting Earth observation, technologies, and big data analytics in one unique, 15-month, 32-credit program that combines hands-on, in-person training with distance learning. Our goal is to transform students’ technical expertise into integrative synthesis and leadership in environmental observation and interpretation to advance organizational response to environmental change at local, regional, and global scales. At UW–Madison, we push the limits of remote sensing and geospatial analysis to encompass the skills that are increasingly in demand by industry, non-governmental organizations, government agencies, and academia.

The EOI named option is designed for early- to mid-career professionals worldwide who wish to advance to positions of project or program manager, senior analyst, or similar rank. Individuals from diverse professional or educational backgrounds are encouraged to apply. EOI has been built to help individuals develop the expertise that the market demands, focusing specifically on three pillars:

1. Remote sensing and integrated technology: Learn to select and apply the most appropriate and powerful platforms and technologies—including LiDAR, unmanned aerial vehicle (UAV) systems, cloud and social media, and crowd-sourced data—to address today’s most pressing environmental challenges.

2. Modeling and analysis: Construct scenarios of environmental phenomena to better understand natural processes and human actions, to predict and project future outcomes, and to conduct robust statistical analyses with distributed data to identify trends and inform management and policy decisions.

3. Innovative leadership: Drive strategic thinking to design and manage the use of observation technologies to advance policy, program direction, and executive decisions.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>This program does not admit in the fall.</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>May be required in certain cases; consult program.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>2</td>
</tr>
</tbody>
</table>

The priority deadline for submitting an application to the Environmental Observation & Informatics (EOI) named option and for tuition assistance is December 1. The secondary deadline for international applicants is February 1, and April 1 for domestic applicants. International applicants should contact the EOI program coordinator as soon as possible to ensure all paperwork and documents are included.

Applications are submitted online (https://apply.grad.wisc.edu/#through the UW-Madison Graduate School. When applying, select the summer term for the calendar year you are applying for (e.g. summer 2019), then choose Environmental Observation and Informatics in the drop-down tab. Prospective students who apply by December 1 will be informed of their admissions status by late January.

Individuals with diverse professional and academic backgrounds are encouraged to apply. Applicants must have received a bachelor’s degree from an accredited four-year institution with an undergraduate GPA of 3.0 or higher. Applicants with GPAs below 3.0 may be considered for admissions under special circumstances. Because introductory GIS is not taught in this program, applicants should have introductory GIS skills prior to the start of the program. This experience can be demonstrated through coursework, professional experience, a portfolio (in the supplemental application), or a GIS certificate/degree. If an applicant does not have this experience, they should state this in their
letter of interest and explain how, if accepted, introductory skills will be developed before the start of the program.

Complete applications will include all items below. Admissions decisions will be based on the entirety of each applicant’s credentials.

1. Resume or CV
2. Statement of interest
3. Two letters of recommendation (submitted via the online application)
4. Unofficial undergraduate transcript (official transcript will be requested prior to final acceptance)
5. Supplemental application and professional portfolio (see text below for more information)
6. IELTS or TOEFL scores (if applicable, see below)
7. GRE (dependent on undergraduate major and GPA)

As part of the online supplemental application, applicants will submit a portfolio that showcases their quantitative or GIS experience. The portfolio should consist of documents that will help assess each applicant’s proficiency and readiness for the program. Examples of these documents can include; maps developed in a GIS software or through remote sensing image analysis, figures from analysis and reports, selected slides from professional presentations, or copies of certificates, awards, and completed trainings.

For international applicants whose bachelor’s degree is not in English, TOEFL or IELTS scores are required. Please visit the UW-Madison Graduate School requirements webpage (https://grad.wisc.edu/apply/requirements/) for complete information.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Because of the immersive nature of our programs, with condensed time on campus and remote experiences, Environmental Conservation students are not eligible for any campus appointments such as teaching assistantships, project assistantships, research assistantships, or fellowships. This applies to both the Environmental Conservation and the Environmental Observation & Informatics named options. We encourage all students to apply for our Environmental Conservation tuition assistance program, and to seek additional sources of grants, scholarships, or loans. Students in the Environmental Conservation program’s named options are not permitted to seek double, joint, or dual degrees.

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### REQUIREMENTS

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>32 credits</td>
</tr>
<tr>
<td>Credit</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
</tbody>
</table>

| Minimum | 32 credits |
| Residence Credit Requirement |        |

| Minimum | Half of degree coursework (16 credits out of 32 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/). |
| Graduation Coursework Requirement |        |

| Overall | 3.00 GPA required. |
| Graduate GPA Requirement |        |

<table>
<thead>
<tr>
<th>Other Grade Requirements</th>
<th>The Graduate School requires a cumulative GPA of 3.0 in all coursework (300 and above) taken as a graduate student unless program-specific conditions require higher grades for probationary status. The EOI named option requires a minimum grade of B in each course to satisfy all curriculum requirements. Grades of Incomplete (I) are considered to be unsatisfactory if they are not removed during the next enrolled semester.</th>
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to face meetings or other means of establishing the facts in dispute. The Associate Dean will have the option of proposing a resolution. If the proposed resolution is accepted by parties directly involved, the matter will be considered settled at this level. Relevant documents will be archived by the Office of the Assistant Dean for Administration. At any point in the proceedings after the receipt and acknowledgement of the grievance by the Associate Dean, the complainant or the compliance will have the option of requesting that the matter be referred to an ad hoc committee. This request must be submitted in writing and acknowledged by the Associate Dean.

6. If the matter cannot be settled through the mediation of the Associate Dean, or if the Associate Dean has concluded that the case merits further attention, or if the complainant has requested that the matter be referred to an ad hoc committee an ad hoc committee will be appointed by the Dean of the Nelson Institute or their designee. The committee will consist of at least three members. Within 10 working days, the student will be allowed to revise the complaint or to add material to the complaint document to be provided to the committee. The complainant may request a change in committee membership, but the final decision on the committee will remain with the Dean. The committee may request a written response from the person toward whom the complaint is directed. This response shall be shared with the person filing the grievance. The ad hoc committee will meet to discuss the case. They are authorized to seek additional information if they feel it is necessary. They will convey their written decision regarding the case including any recommendations for remediation or mediation to the Associate Dean within 30 working days from the charge to the committee. The Associate Dean will provide a copy of the committee's written decision to the student regarding the case within 10 working days of receiving the committee's report; the Associate Dean will also confirm that the past record on file of any grievances regarding the parties involved has been investigated; and, the Associate Dean will provide the student a statement outlining the formal plan of steps that will be taken officially on the part of the Nelson Institute.

7. The complainant then has the option of taking their grievance to the university level. There are several options available. Consult websites referenced above.

8. The written documents relevant to the grievance will be archived in hard copy and electronic form as appropriate in a “Grievance Record” by the office of the Assistant Dean of Administration and will be maintained for a minimum of five years.

9. The cumulative record involving any of the parties to a grievance will be reviewed each time a formal grievance is presented as in Step 4, above, in order to determine whether the pattern of grievance, such as past filings, indicates any actions are warranted.

OTHER
Because of the immersive nature of our program, with condensed time on campus and remote experiences, EOI students are only eligible for campus appointments that total 30% time or less, or hourly work. We encourage all students to apply for our EOI program scholarship, and to seek additional sources of grants, scholarships, or loans. Students in the EOI program are not permitted to seek dual degrees or take courses outside of the listed required coursework.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

FACULTY EXECUTIVE PROGRAM COMMITTEES

ENVIRONMENTAL CONSERVATION PROGRAM COMMITTEE
Timothy Van Deelen (Program Chairperson) Robert Beattie, David Drake, Holly Gibbs, Evelyn Howell, Alberto Vargas, Paul Zedler (Ex Officio)

ENVIRONMENTAL OBSERVATION & INFORMATICS PROGRAM COMMITTEE
Annemarie Schneider (Program Chairperson), Mutlu Ozdogan, Janet Silbernagel, Stephen Ventura, Jun Zhu, Paul Zedler (Ex Officio)

WATER RESOURCES MANAGEMENT, DOCTORAL MINOR
Any student enrolled in a University of Wisconsin-Madison doctoral program can pursue a doctoral minor in Water Resources Management. Meeting the increasing human demand for water while ensuring its future availability and quality is a significant societal challenge. The Water Resources Management (WRM) program prepares students to face the complexities of managing this critical natural resource. Students complete coursework that integrates the biological and physical sciences (which identify and measure problems) with engineering (which provides technological alternatives), law, and the social sciences (which assess needs and potential for institutional response). Each WRM student gains breadth in relevant planning and management areas while developing depth in an area specialty. WRM students participate in a summer group practicum workshop with a water resources management focus.

ADMISSIONS
Doctoral students who wish to pursue an Option A external minor in Water Resources Management should consult the chair of the Water Resources Management graduate program.

requirements
Courses are chosen in conjunction with the chair, who serves as the minor advisor, and the student’s departmental advisor. A doctoral student may earn a doctoral minor in Water Resources Management by completing 11-12 credits that include the following courses: ENVIR ST/ENVIR ST/CIV ENGR/URB R PL 718, ENVIR ST/CIV ENGR/URB R PL 719, and two additional courses (300-level and higher) in one or more of the WRM curriculum breadth categories. Breadth courses should complement the doctoral major and academic background as well as address any gaps in
their training within the WRM curriculum breadth categories. Students are expected to achieve a B or better in all courses used for the minor. Minor and major credits/courses cannot overlap or double-count.

PEOPLE

FACULTY EXECUTIVE PROGRAM COMMITTEE

Anita Thompson (Program Chair), Francisco Arriaga, Paul Block, Michael Cardiff, Caroline Druschke, Kenneth Genskow, Matthew Ginder-Vogel, Steven Loheide, Sharon Long, Daniel Wright, Anna Gade (Ex Officio)

WATER RESOURCES MANAGEMENT, M.S.

The Water Resources Management (WRM) program is an interdisciplinary graduate program leading to a master of science (M.S.) degree in water resources management. The program addresses the complex, interdisciplinary aspects of managing water resources by helping students integrate the biological and physical sciences (which identify and assess problems) with engineering (which defines technological alternatives) as well as law and the social sciences (which assess needs and potential for institutional response). Through the WRM program, a student gains breadth in relevant planning and management areas while developing depth in an area specialty.

The water resources management degree is designed to prepare students for employment as water resources management professionals. Rather than conduct individual research projects, WRM students participate in a summer group practicum workshop with a water resources management focus. Students who wish to add individual research credentials to their records frequently arrange to complete a second, simultaneous master’s program in one of the university’s traditional departments. Those interested primarily in individual research may wish to consider the master’s program in one of the university’s traditional departments. The WRM program does not offer a doctoral degree.

Any person who attended an accredited institution and earned an undergraduate degree there in the biological sciences, earth sciences, economics, education, engineering, history, journalism, landscape architecture, law, mathematics, physical science, political science, urban and regional planning, or other relevant field may apply for admission to the WRM program.

The WRM M.S. contains an alternate reduced-credit curricular path for those who have at least three years of pertinent professional experience or for those advanced students who already have a related master’s degree prior to entering the program. This path can be pursued with the consultation of one’s faculty advisory committee once that candidate is enrolled in the program. The candidate’s advisory committee and the program chairperson make the final determination as to whether or not the alternate reduced-credit path is appropriate. See Requirements (p. 845) for more details.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

DEADLINES

Application materials for Water Resources Management must be received by January 15 for admission to the following summer session or fall semester and by October 15 for admission to the following spring semester.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

In most cases Water Resources Management is unable to guarantee any funding to students. However, many of our students obtain funding through other departments on campus, and we recommend that students contact faculty or departments directly if they have teaching skills in specific areas. Individual faculty members occasionally have their own sources of support for project assistants, though we strongly urge students not to depend on these as guaranteed sources of funding.
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement
M.S.: 45 credits
M.S.: reduced-credit track: 30–44 credits

Minimum Residence Credit Requirement
16 credits

Minimum Graduate Coursework Requirement
Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/)

Overall Graduate GPA Requirement
3.00 GPA required.

Other Grade Requirements
Grades of BC or C are not typically accepted toward program requirements unless the grade is allowed by the student’s faculty advisory committee and the program chair. Grades of BC and C may not be used in the area specialty category. A maximum of 3 credits graded S may be counted toward program requirements if approved by the student’s faculty advisory committee and the program chair. Courses that are audited or graded pass/fail or credit/no credit will not count toward program requirements.

Assessments and Examinations
All students must hold an evaluation and guidance conference with their faculty advisory committee, preferably no later than their third semester in the program.

Language
No language requirements.

REQUIRED COURSES

Code Title Credits

Breadth Requirements
Category A: Natural Science & Technology 1 9
Category B: Water Resources Institutions & Public Decision-Making Processes 2 9
Category C: Analytical & Design Tools in Water Resources 3 6

Area of Specialty 4 15

Interdisciplinary Group Practicum
ENVIR ST/CIV ENGR/ URB R PL 718 Water Resources Management Practicum Planning Seminar II 2
ENVIR ST/CIV ENGR/ URB R PL 719 Summer Practicum 4

Total Credits 45

1 Students choose any biological sciences and/or physical sciences courses in the 300–999 range.
2 Students choose any social sciences and/or arts & humanities courses in the 300–999 range.
3 Students choose any measurement/analysis/tools/methods courses in the 300–999 range.
4 Students choose courses, in the 300–999 range, in a cohesive area of study pertaining to their intended career path. This is coursework required for completion of the degree, although some students who matriculate with relevant prior work experience or pertinent coursework from a previous graduate degree may be allowed to waive some, or even all, of the 15 credits.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With faculty advisory committee and program chair approval, students are allowed to count graduate coursework from other institutions. The number of such credits is determined on a case-by-case basis. Coursework completed five or more years prior to admission to the program is not allowed to satisfy graduate degree or graduate coursework requirements.
UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the program.

UW–Madison University Special
With faculty advisory committee and program chair approval, students are allowed to count up to 15 credits of coursework taken as a UW–Madison Special student. Such credits from courses numbered 300 and higher can count toward graduate residency and graduate degree requirements. Credits from graduate-level courses (courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)) can count toward the graduate coursework requirement. Coursework completed five or more years prior to admission to the program is not allowed to satisfy graduate residency, graduate degree, or graduate coursework requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE
All students must assemble a three-member faculty advisory committee that represents a minimum of two departments, preferably no later than their second semester in the program. To meet the interdisciplinary requirement the committee must include members tenured in one of the natural sciences divisions (Biological Sciences, Physical Sciences) and one of the social sciences divisions (Social Studies, Arts & Humanities).

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

This document was reviewed by the Graduate Student working group and approved by vote of Nelson Institute Governance with subsequent review by campus HR; please note that this was prior to the revision of GAPP by campus in 2019-20, as well as present and expected changes in 2020 after to Title IX, Office of the Dean of Students, etc.

Preamble:
Any student who feels that they have been treated unfairly by a faculty or staff member has the right to seek redress and to receive a hearing of the grievance following these procedures. It applies only to grievances about those persons who are employees of the Nelson Institute, who teach for the Nelson Institute or otherwise are subject to administrative oversight by the Institute. The complaint may concern course grades, program admission, classroom treatment, hostile or intimidating behavior, or any other issue. Note that these procedures are for students bringing grievances to the Nelson Institute, they do not cover issues relating to the classroom behavior of students which must be referred to the Dean of Students.

The procedures outlined below are used in the Nelson Institute to ensure a prompt and fair hearing of complaints, and to protect the rights of both the student and the person at whom the complaint is directed. These policies describe formal procedures. A student is free to bypass these procedures if they do not wish for an Institute sanctioned resolution.

A complaint covered here may involve issues that either require or that would benefit from being directed to one of the campus programs or offices addressing complaints and grievances. See https://compliance.wisc.edu/ and https://compliance.wisc.edu/wp-content/uploads/sites/102/2018/09/Safe-Learning-and-Work-Guide.Fall_FY19-Accessible.pdf (Accessed Oct. 2020). Please review the most recent information on Title IX on campus, as guidelines and contacts may change. Graduate students should review information at https://grad.wisc.edu/documents/grievances-and-appeals/ (Accessed Feb.
2019) Undergraduate students may wish to review information available in the undergraduate course catalog. There they will find this option presented: “For assistance in determining options, students can contact the on-call dean in the Dean of Students Office, 608-263-5700, Room 70 Bascom Hall, Monday– Friday, 8:30 a.m.–4:30 p.m.”

Also, students should know that academic administrators may be required to report instances of sexual harassment or violence in accordance with university policy and the Clery act. (See: http:// uwpd.wisc.edu/crime-data/clery-act/ Accessed Oct. 2018).

State law contains additional provisions regarding discrimination and harassment, Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity.

Questions about Nelson Institute procedures can be directed to the Associate Dean for Research and Education.

Procedures:

1. If possible, the student (complainant) should first talk with the person against whom the grievance is directed to advise them of their complaint and to determine if resolution is possible.

2. If the student is not satisfied, or if they do not feel comfortable addressing the person to whom the grievance is directed, they should ask to speak to the immediate supervisor of the person involved. If the complaint is directed against a teaching assistant, the student should talk to the TA’s supervisor, who is usually the course professor. If the student grievance concerns a faculty or staff member in Nelson, the next formal step is for the student to meet with the Associate Dean for Research and Education. If the complaint is not resolved at this level, the student may continue to the next step (4).

3. It is recognized that a student may be reluctant to bring their grievance to the person against whom the complaint is directed, or to their supervisor, or to anyone else in the administrative hierarchy. In that case, the student should seek out a person who can guarantee confidentiality to the extent allowed by the law and university policy and provide non-judgmental advice as to appropriate next steps. Note that if criminal activity is involved confidentiality cannot be guaranteed. If a student does not know of any suitable person, they may approach any member of the Nelson Institute Academic Programs staff who will be able either to serve as a confidential discussant or who will be able to direct the student to someone who can assure confidentiality. Their role is to be that of Ombuds, meaning that they are not to take a position with respect to the validity of the grievance. Their role is to advise the student as to appropriate next steps.

4. To start a formal grievance process, the student must submit the grievance in writing to the Nelson Institute Associate Dean for Research and Education (hereafter Associate Dean) as soon as possible. An email for which receipt is acknowledged will be considered a written submission.

5. On receipt of the written complaint, the Associate Dean will acquaint themselves with the issues. This may involve face to face meetings or other means of establishing the facts in dispute. The Associate Dean will have the option of proposing a resolution. If the proposed resolution is accepted by parties directly involved, the matter will be considered settled at this level. Relevant documents will be archived by the Office of the Assistant Dean for Administration. At any point in the proceedings after the receipt and acknowledgment of the grievance by the Associate Dean, the complainant or the compliance will have the option of requesting that the matter be referred to an ad hoc committee. This request must be submitted in writing and acknowledged by the Associate Dean.

6. If the matter cannot be settled through the mediation of the Associate Dean, or if the Associate Dean has concluded that the case merits further attention, or if the complainant has requested that the matter be referred to an ad hoc committee an ad hoc committee will be appointed by the Dean of the Nelson Institute or their designee. The committee will consist of at least three members. Within 10 working days, the student will be allowed to revise the complaint or to add material to the complaint document to be provided to the committee. The complainant may request a change in committee membership, but the final decision on the committee will remain with the Dean. The committee may request a written response from the person toward whom the complaint is directed. This response shall be shared with the person filing the grievance. The ad hoc committee will meet to discuss the case. They are authorized to seek additional information if they feel it is necessary. They will convey their written decision regarding the case including any recommendations for remediation or mediation to the Associate Dean within 30 working days from the charge to the committee. The Associate Dean will provide a copy of the committee’s written decision to the student regarding the case within 10 working days of receiving the committee’s report; the Associate Dean will also confirm that the past record on file of any grievances regarding the parties involved has been investigated; and, the Associate Dean will provide the student a statement outlining the formal plan of steps that will be taken officially on the part of the Nelson Institute.

7. The complainant then has the option of taking their grievance to the university level. There are several options available. Consult websites referenced above.

8. The written documents relevant to the grievance will be archived in hard copy and electronic form as appropriate in a “Grievance Record” by the office of the Assistant Dean of Administration and will be maintained for a minimum of five years.

9. The cumulative record involving any of the parties to a grievance will be reviewed each time a formal grievance is presented as in Step 4, above, in order to determine whether the pattern of grievance, such as past filings, indicates any actions are warranted.
training is greatly aided by the presence of excellent library holdings that can be applied to one’s research field and to one’s teaching. The excellent way to gain training in feminist analysis and research methods women’s studies. A doctoral minor in Gender and Women’s Studies is an offers substantial and systematic training in the field of gender and a doctoral minor in Gender and Women’s Studies. The doctoral minor Any student enrolled in a UW–Madison doctoral program can pursue professional certificate in Gender and Women’s Studies (p. 849).

Students interested in the Doctoral Minor in Gender and Women’s Studies should connect with the Graduate Coordinator (https://gws.wisc.edu/graduate/graduate-advising/). Graduate students may not earn both an Option A minor and a graduate/ professional certificate in Gender and Women’s Studies (p. 849).

A student may earn a doctoral minor in Gender and Women’s Studies with 9 credits, if all 9 credits are in exclusively graduate-level GEN&WS (http://guide.wisc.edu/courses/gen_ws/ courses numbered 700 and above. Alternatively, a student may earn the minor with 12 credits if these are courses numbered 300 and above and identified as designed for graduate work. One course must be GEN&WS 800 Research Methods in Gender & Women’s Studies. Students are expected to achieve a B or better in all courses used for the minor. Directed study courses do not count toward the minor. Students may not use colloquia courses toward requirements of the doctoral minor. Transferred credits are discouraged, but may be allowed with approval of the director of graduate studies. If a student is pursuing two doctoral minors, no more than one course shall overlap between the gender and women’s studies minor and the other minor.

FACULTY EXECUTIVE PROGRAM COMMITTEE

Anita Thompson (Program Chair), Francisco Ariaga, Paul Block, Michael Cardiff, Caroline Druschke, Kenneth Genskow, Matthew Ginder-Vogel, Steven Loheide, Sharon Long, Daniel Wright, Anna Gade (Ex Officio)

LEARNING OUTCOMES

1. Expand their knowledge of the physical, chemical, biological, and social sciences and learn how to apply this knowledge to the management of water resources.
2. Understand water resource decision-making at governance levels from local to national.
3. Use a wide range of analytical tools to sustainably manage water resources.
4. Participate in as well as lead interdisciplinary teams.
5. Orally and in writing communicate to stakeholders the findings and recommendations of interdisciplinary projects.
6. Have an understanding of professional and ethical responsibility.

PEOPLE

FACULTY


Associate Professors Anna Campbell, (https://gws.wisc.edu/staff/ campbell-anna/) Keisha Lindsay (https://gws.wisc.edu/staff/lindsay-keisha/), Sami Schalk (https://gws.wisc.edu/staff/schalk-sami/), Kate Walsh (https://gws.wisc.edu/staff/walsh-kate/)


DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Gender and Women’s Studies, Doctoral Minor (p. 848)
• Gender and Women’s Studies, Graduate/Professional Certificate (p. 849)
• Gender and Women’s Studies, M.A. (p. 849)

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Expand their knowledge of the physical, chemical, biological, and social sciences and learn how to apply this knowledge to the management of water resources.
2. Understand water resource decision-making at governance levels from local to national.
3. Use a wide range of analytical tools to sustainably manage water resources.
4. Participate in as well as lead interdisciplinary teams.
5. Orally and in writing communicate to stakeholders the findings and recommendations of interdisciplinary projects.
6. Have an understanding of professional and ethical responsibility.

PROFESSIONAL DEVELOPMENT

Any student enrolled in a UW–Madison doctoral program can pursue a doctoral minor in Gender and Women’s Studies. The doctoral minor offers substantial and systematic training in the field of gender and women's studies. A doctoral minor in Gender and Women’s Studies is an excellent way to gain training in feminist analysis and research methods as well as in substantive topical areas related to women and gender that can be applied to one’s research field and to one’s teaching. The training is greatly aided by the presence of excellent library holdings and the Office of the Gender and Women’s Studies Librarian (https://www.library.wisc.edu/gwslibrarian/).

PEOPLE

FACULTY


Associate Professors Anna Campbell, (https://gws.wisc.edu/staff/ campbell-anna/) Keisha Lindsay (https://gws.wisc.edu/staff/lindsay-keisha/), Sami Schalk (https://gws.wisc.edu/staff/schalk-sami/), Kate Walsh (https://gws.wisc.edu/staff/walsh-kate/)

GENDER AND WOMEN’S STUDIES, GRADUATE/PROFESSIONAL CERTIFICATE

Aimed at students enrolled in master’s and professional degree programs, the Graduate/Professional Certificate in Gender and Women’s Studies is designed to provide students with gender expertise that they can apply in a variety of fields. The requirement of a foundational course provides grounding in the major concepts, theories, and research approaches related to the study of gender and women. This foundation provides the necessary theoretical tools to allow students to analyze gender and its relationship with other socially meaningful categories such as class, race, ethnicity, disability, and sexuality in a variety of contexts. Two additional courses allow students to deepen their empirical knowledge of women and/or gender in a specific area or areas. Choice in these courses allows students to tailor their study to areas related to future career or study ambitions.

REQUIREMENTS

COURSE REQUIREMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN&amp;WS 800</td>
<td>Research Methods in Gender &amp; Women's Studies</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Two GEN&amp;WS courses at the 300 level or above</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Total Credits</td>
<td>9</td>
</tr>
</tbody>
</table>

ADDITIONAL PROGRAM INFORMATION

- Enrollment in a graduate program at the University of Wisconsin—Madison.
- Students enrolled in courses at the 300–600 level should inform the instructor that they are taking the course for a graduate-level certificate and will complete additional readings/assignments consistent with expectations for a graduate student.
- 6 credits must be in residence at UW–Madison. A maximum of 3 credits may be transferred from other institutions.
- Directed study (GEN&WS 699, GEN&WS 799, GEN&WS 999) and colloquia courses may not be used toward the certificate.
- A 3.0 grade is the minimum for courses counting toward the certificate. All courses must be taken for a letter grade (no pass/fail courses).
- Graduate students may not earn both an Option A minor (p. 848) and graduate/professional certificate in Gender and Women’s Studies.

LEARNING OUTCOMES

1. Demonstrate interdisciplinary understanding of major theories, methods, and debates in Gender and Women’s Studies.
2. Demonstrate the practical skills related to Gender and Women’s Studies, such as critical thinking and intersectional analysis, critical literature review; research methods, and written and oral communication.
3. Understand the interdisciplinary nature of Gender and Women’s Studies and the ways these relate to theoretical and methodological shifts in the field as well as to the institutions that shape everyday life.
4. Develop Gender and Women’s Studies knowledge, skills, and social engagement and demonstrate how these ideas can be applied to new settings, ideas, and understandings.

PEOPLE

FACULTY


Associate Professors Anna Campbell, (https://gws.wisc.edu/staff/campbell-anna/) Keisha Lindsay (https://gws.wisc.edu/staff/lindsay-keisha/), Sami Schalk (https://gws.wisc.edu/staff/schalk-sami/), Kate Walsh (https://gws.wisc.edu/staff/walsh-kate/)


GENDER AND WOMEN’S STUDIES, M.A.

The master’s degree in Gender and Women’s Studies provides advanced feminist training in gender analysis for students with a variety of academic backgrounds and career plans. The degree engages the multidisciplinary perspectives associated with gender studies and women’s studies: queer studies, transgender studies, sexuality studies, race and ethnicity studies, disability studies, area and global studies, cultural studies, postcolonial and transnational studies.

The M.A. curriculum in Gender and Women’s Studies draws from the strengths of current course offerings in the program, as well as from methodologies and course offerings in other fields and departments. Some courses investigate these topics at the global level while others focus on the local, regional or national levels. The curriculum ensures an overarching transnational and cross-cultural framework. Courses use interdisciplinary methodologies and/or disciplinary approaches.
The degree program is designed to be a two-year full-time sequence. All students are expected to maintain satisfactory progress in the graduate program in accordance with the regulations of the Graduate School and department policies.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/">https://grad.wisc.edu/apply/requirements/</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

APPLICATION REQUIREMENTS

The following items are required as a part of the graduate application for the M.A. Program in the Department of Gender and Women’s Studies:

1. One (1) copy of official transcripts or academic records from each institution attended. International academic records must be in the original language and accompanied by an official English translation. Documents must be issued by the school with the official seal/stamp and an official signature.
2. Three (3) letters of recommendation. We prefer that at least two of the letters come from academic sources. These letters may now be submitted online. Please see the Graduate School’s web link for instructions.
3. Statement of reasons why you wish to pursue the M.A. Degree in Gender and Women’s Studies (2–3 pages). In their personal statements, applicants should explicitly articulate their academic interests and goals, describe how an M.A in Gender and Women’s Studies complements those intellectual goals, and explain how the faculty and the program at UW–Madison is especially well matched with the applicant’s interests.
4. Curriculum vitae or resumé.
5. Writing sample, such as a paper submitted for a course in an academic program. The admissions committee wishes to see an entire piece of written work, generally between 5 and 10 pages. We prefer an academic paper or policy memo (professional writing) because we are looking for presentation of argument as well as appropriate writing skills.
6. The Department of Gender and Women’s Studies does NOT require GRE scores.

APPLICATION DUE DATE

Applications for fall admission is December 1.

ADDITIONAL INFORMATION

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/).

Applications are submitted online to the Graduate School (http://grad.wisc.edu/admissions/).

Questions on the application process can be directed to the Graduate Coordinator (https://gws.wisc.edu/graduate/graduate-advising/).

FELLOWSHIPS AND FINANCIAL SUPPORT

The Department of Gender and Women's Studies offers teaching assistant (TA) positions to incoming M.A. students. TA positions provide tuition remission, a stipend and health insurance. Our current departmental policy is to guarantee funding for four semesters to our new M.A. students through TA positions in our introductory courses. All TA positions are contingent upon evaluation and performance. Similar to probationary faculty, TAs are observed and reviewed each semester and will be provided with advising and guidance to improve their teaching practice. Students must be in good standing to be eligible for departmental funding. Availability of positions may be different for international students; eligibility is determined at admission. There are a limited number of TA positions; so do not count on these as support for the entire 2 years of study. We encourage students to apply for positions elsewhere on campus.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

We offer TA positions to new M.A. students, including tuition remission, stipend and health insurance. We award new students at least 2 semesters of guaranteed funding and sometimes offer additional positions. Availability of positions may be different for international students; eligibility is determined at admission. There are a limited number of TA positions; so do not count on these as support for the
entire 2 years of study. We encourage students to apply for positions elsewhere on campus.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>21 of the 30 credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

Assessments: Students complete either a thesis or exam, and can read more about them here: https://gws.wisc.edu/ma-requirements/.

Examinations: Contact the program for information on any language Requirements requirements.

REQUIRED COURSES

30 credits, 15 of which must be in courses in the Department of Gender and Women’s Studies

GEN&WS 880 Proseminar: Graduate Study in Gender and Women’s Studies

GEN&WS 800 Research Methods in Gender & Women’s Studies

A graduate level feminist theory course

A thesis project or exam

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

For well-prepared advanced students, the program may accept prior graduate coursework from other institutions toward the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison.

UW–Madison Undergraduate

For well-prepared advanced students, the program may decide to accept up to 7 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

UW–Madison University Special

The program may decide to accept up to 15 University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis). UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.
ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
Students in the MA program are expected to carry 6 credits per semester. They may carry up to 12 although we do not encourage more than 9. Students who would like to carry fewer than 6 credits must apply in writing to the DGS for a waiver of this requirement and are not eligible to work as TAs.

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosostudents.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/)
- Employee Assistance (http://www.eao.wisc.edu/)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/)
- Graduate School (https://grad.wisc.edu/)
- Office of Compliance (https://compliance.wisc.edu/)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/)

- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
To remain in good standing in the M.A. program, certain deadlines and expectation must be met in a timely fashion.

1. Students are expected to file their advisor form by the first week of classes of their second year of study.
2. Students are required to have a thesis or exam committee arranged by the first week of their fourth semester.
3. Students are required defend their thesis or complete their exams by the end of their fourth semester; formal requests for an extension of the time for the thesis or exam will be considered, but not guaranteed.
4. Filing the thesis or the written exam: The thesis or the written exam needs to be submitted to the DGS for filing by the designated thesis deposit deadline of the Graduate School.
5. Any incomplete grades must be resolved by the end of the following semester, unless a faculty extension is granted.
6. Students must be in good standing to be eligible for departmental funding.
7. Due Dates (Based on consecutive full time enrollment of all four semesters without summer sessions)

Failure to meet any of these requirements may result in a student being asked to leave the program.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate the ability to read, understand, and critique the major concepts and theories related to feminism, women, and gender, and apply these critical perspectives across disciplines.
2. Understanding of historical and contemporary agency by people across a spectrum of gender and the ways this agency has shaped lives in various geographic settings.
3. Demonstrate the ability to analyze the intersections between gender and other socially meaningful categories, such as race, class, gender identity, ethnicity, disability, nation, religion, and sexuality, and to explain how gender functions as a social institution.
4. Demonstrate the ability to conduct interdisciplinary feminist analysis that (1) includes a critical literature review, (2) selects appropriate research methodologies, and (3) proposes an appropriate research design to collect, analyze, interpret, and present findings.
5. Develop and utilize strong cultural competencies (e.g., sensitivity to race/ethnicity/gender/disability/sexual orientation issues) to allow them to enter into various cultural, social, economic, civic, academic, and workplace settings.
6. Acknowledge and engage in ethical courses of action in research and collaborative practice.

PEOPLE

FACULTY

Associate Professors Anna Campbell, (https://gws.wisc.edu/staff/campbell-anna/) Keisha Lindsay (https://gws.wisc.edu/staff/lindsay-keisha/), Sami Schalk (https://gws.wisc.edu/staff/schalk-sami/), Kate Walsh (https://gws.wisc.edu/staff/walsh-kate/)


GENETICS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Genetics, Doctoral Minor (p. 853)
- Genetics, M.S. (p. 854)
- Genetics, Ph.D. (p. 857)

PEOPLE

PROFESSORS
Doebly, John (chair); Gasch, Audrey; Ikeda, Aki; Laughon, Al; Masson, Patrick; Payseur, Bret; Pelegri, Francisco; Perna, Nicole; Prolla, Tom; Schwartz, David; Skop, Ahna; Wassarman, David; Yin, Jerry

ASSOCIATE PROFESSORS
Chang, Qiang; Hittinger, Chris; Pool, John

ASSISTANT PROFESSORS
Loewe, Laurence; Zhong, Xuehua

STUDENT SERVICES
Wizda, Errol

GENETICS, DOCTORAL MINOR

The doctoral minor in genetics provides graduate students with solid course training in the area of genetics. The field of genetics seeks to understand how information is encoded in an organism’s genome, how that information is read, replicated, and maintained by the cell, and how it evolves over time to impact organismal phenotypes. Courses offered through the Laboratory of Genetics span a wide variety of genetic topics, concepts, and experimental approaches. These include genetics related to human biology and disease, agriculture, conservation biology, and specialties such as neurogenetics, epigenetics, computational and statistical genetics, quantitative and population genetics, and basic, discovery-based genetic applications. Students who complete the doctoral minor in genetics will gain a strong foundation in genetic research and its application. In addition, through many of the courses offered in the Laboratory of Genetics, students gain experience in critical experimental thinking, oral and written presentation, and grant writing.

ADMISSIONS

Interested students should contact the director of the genetics Ph.D. program (Audrey Gasch,agasch@wisc.edu) to discuss their interest in the genetics doctoral minor and their course plans.

REQUIREMENTS

Ph.D. students must complete 9 credits of coursework offered through the Laboratory of Genetics (http://guide.wisc.edu/courses/genetics/). Coursework must be graded courses numbered 300 or above and does not include audits or pass/fail courses. Students should consult with their home department to verify that they are meeting the minimum graduate coursework (50%) rule, as some courses offered in the low-numbered range may not meet the Graduate School requirements for graduate students.
GENETICS, M.S.

Graduate training in genetics emphasizes study and research leading to a Ph.D. degree in genetics. A master's degree in medical genetics with specialized training in genetic counseling are also available. For more information on a master's degree in genetic counseling, see Genetic Counseling (http://www.med.wisc.edu/education/graduate-programs/genetic-counseling/main/26910/).

LABORATORY OF GENETICS

The Laboratory of Genetics is the oldest and one of the finest centers of genetics in the nation. It is highly regarded for its research contributions in the areas of disease genetics (https://genetics.wisc.edu/disease-biology/), cell biology (https://genetics.wisc.edu/cell-biology/), neurogenetics (https://genetics.wisc.edu/neuro-and-behavioral-genetics/), developmental genetics (https://genetics.wisc.edu/development/), gene expression (https://genetics.wisc.edu/gene-expression/), genomics (https://genetics.wisc.edu/genomics-and-proteomics/), evolutionary and population genetics (https://genetics.wisc.edu/evolutionary-and-population-genetics/), and computational biology (https://genetics.wisc.edu/computational-systems-and-synthetic-biology/). The laboratory consists of two departments: Genetics, in the College of Agricultural and Life Sciences; and Medical Genetics, in the School of Medicine and Public Health. Although administratively distinct, these two departments function as one at both the faculty and student levels.

ADMISSIONS

This M.S. is offered for work leading to the Ph.D. Students may not apply directly for the master's, and should instead see the admissions information for the Ph.D (p. 857).

A master’s degree in medical genetics with specialized training in genetic counseling are also available. For more information on M.S. degrees in genetic counseling, see Genetic Counseling (http://www.med.wisc.edu/education/graduate-programs/genetic-counseling/main/26910/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
</tr>
<tr>
<td>----------------------------------</td>
</tr>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

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Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence</td>
<td>32 credits</td>
<td></td>
</tr>
</tbody>
</table>

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Overall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Contact the program for information on required assessments and examinations</td>
</tr>
<tr>
<td>Language Requirement</td>
<td>No language requirement</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Students may earn an M.S. in Genetics on the way to the Ph.D. in Genetics (p. 857) under certain circumstances. Contact the Genetics graduate coordinator for more information.
Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**College of Agricultural and Life Sciences: Grievance Policy**

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days from the date of notification of the departmental action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.
4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

**OTHER**

n/a

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Demonstrate a broad understanding in the principles of genetics and heredity in all organisms. They will develop particular expertise in at least one of the broad subject areas of the doctoral program.
2. Demonstrate a broad understanding of major current and past theories, research findings and methodologies and techniques in genetics, with particular expertise in their area of concentration, both orally and in writing.
3. Develop critical thinking skills. They will retrieve and examine scientific literature, evaluate evidence for and against hypotheses, identify knowledge gaps, strengths and weaknesses in existing literature, synthesize knowledge, develop conclusions, and formulate plans for moving the current state of knowledge forward.
4. Demonstrate research expertise in genetics by presenting to their supervisory committee a research report based on their own experimental work or based on critical review of original peer-reviewed literature on a topic of current interest in genetics.
5. Retrieve and interpret professional peer-reviewed literature and use this information to evaluate theoretical frameworks, testable hypotheses, and predictions.
6. Demonstrate the ability to critically evaluate research based on design, feasibility, and internal controls, and to explain how such research addresses important unsolved problems in genetic or biomedical research.

7. Communicate effectively to diverse audiences in writing, through oral presentations, and during formal and informal discussions.

8. Master methods of communicating and interacting effectively with professional colleagues.

9. Articulate their research and its significance both formally and informally to diverse audiences.

10. Give and receive feedback on communication skills both orally and in writing.

11. Be provided with opportunities to engage in public outreach and education.

12. Effectively teach the principles of genetics and the methods used in contemporary genetic research.

13. Receive in-class educational training by serving as teaching assistants for at least one semester of an undergraduate genetics course.

14. Be provided with opportunities to mentor other students (for example, undergraduate students) in a laboratory research setting.

15. Opportunities to perform outreach activities in which they educate school-age students or individuals from other fields on the principles of modern genetics.

16. Be provided with diverse training that will prepare them for a range of flexible and sustainable careers in, for example, academia, industry, government, science policy, administration, commerce, journalism, law, education and community outreach.

17. Develop broadly applicable skills in critical thinking and problem solving.

18. Be provided with opportunities for teamwork, written and oral communication skills and collaborations.

19. Receive training in professional ethics and the responsible conduct of science.

20. Be trained to use scientific rigor when designing experiments, collecting and analyzing data, and interpreting and reporting results.

21. Discuss and formulate opinions on the many situations that working scientists encounter involving professional ethics and conflicts of interest.

22. Receive training in laws, regulation, permits and licenses, occupational health, safety standards and best practices, will demonstrate understanding of such and adhere to compliance.

**STUDENT SERVICES**

Wizda, Errol

**GENETICS, PH.D.**

Graduate training in genetics emphasizes study and research leading to a Ph.D. degree in genetics.

The goal of the genetics graduate training program is to train the next generation of professional geneticists. This includes selecting the most promising university graduates for admission to the program and training those students in the methods and logic of genetic analysis. Such analyses are increasingly important in contemporary biological and biomedical research. The curriculum includes:

1. coursework on the principles of genetics and on the methods of genetic and genomic analyses, and
2. original research in a specialized area, which culminates in the writing and defense of a doctoral thesis.

The genetics graduate program is supported by the oldest and one of the largest NIH-funded genetics training grants in the country.

The strength of genetics research at Wisconsin derives in large part from the Laboratory of Genetics, but state-of-the-art genetics research is conducted in many campus departments and centers. Training faculty of the genetics Ph.D. program includes over 80 trainers selected from 22 campus departments and schools based on the strength of their scholarly genetics research. A key feature of the trainers is that they conduct genetic research, using any number of tools, and can therefore provide students with a solid foundation of genetic knowledge and experiences. The genetics research pursued on campus provides an exceptional community.

Genetics Ph.D. students choose one of the training faculty as the graduate thesis advisor and mentor. Genetics graduate students spend time during the first semester of graduate school rotating in the laboratories of three or four faculty trainers, selected by the student. Following rotations, a graduate thesis advisor is chosen by mutual consent of both student and professor. Students are expected to acquire a broad and fundamental knowledge of genetics during their coursework, after which they conduct independent scholarly research based on individual interests and under the guidance and mentoring of the thesis advisor. Formal coursework requirements are modest, and independent study that includes original research is of paramount importance in the program. Students choose an individualized thesis advisory committee of five faculty members (including the thesis advisor) that approves formal coursework and provides scientific and career development advice throughout a student's graduate career.

**LABORATORY OF GENETICS**

The Laboratory of Genetics is the oldest and one of the finest centers of genetics in the nation. It is highly regarded for its research contributions in the areas of disease genetics (https://genetics.wisc.edu/disease-biology/), cell biology (https://genetics.wisc.edu/cell-biology/), neurogenetics (https://genetics.wisc.edu/development-), developmental genetics (https://genetics.wisc.edu/neuro-and-behavioral-genetics/), gene expression (https://genetics.wisc.edu/gene-expression/), genomics (https://genetics.wisc.edu/genomics-and-proteomics/), evolutionary and population genetics (https://genetics.wisc.edu/evolutionary-
and-population-genetics/), and computational biology (https://
genetics.wisc.edu/computational-systems-and-synthetic-biology/).
The laboratory consists of two departments: Genetics, in the College of
Agricultural and Life Sciences; and Medical Genetics, in the School of
Medicine and Public Health. Although administratively distinct, these two
departments function as one at both the faculty and student levels.

ADMISSIONS

Please consult the table below for key information about this degree program's
admissions requirements. The program may have more detailed admissions
requirements, which can be found below the table or on the program’s website.
Graduate admissions is a two-step process between academic programs and
the Graduate School. Applicants must meet the minimum requirements (https://
grad.wisc.edu/apply/requirements/ of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online
(https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
</tbody>
</table>
| GRE (Graduate Record
Examinations)                | Not required but may be considered if available. |
| English Proficiency Test    | Every applicant whose native language is not
English or whose undergraduate instruction was not in English must provide an English
proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/
requirements/#english-proficiency). |
| Other Test(s) (e.g., GMAT, MCAT) | The GRE Biology or related subject test is not
required, but applicants may provide scores if available. |

Letters of Recommendation Required 3

Ph.D. students in genetics choose to attend Wisconsin because of their
commitment to the discipline of genetics and because of Wisconsin’s
strength in that area. For admission to graduate study in genetics, the
student should have earned a grade average of B or better and completed
a B.S. or B.A. degree in a recognized college or university. There are no
specific requirements in supporting fields, but students are encouraged
to acquire adequate background in mathematics, physics, and biology.
There is no formal language requirement for the Ph.D. in genetics.
Undergraduate research experience is also strongly recommended in
order to be competitive.

Admission to the genetics Ph.D. program is highly competitive. A
committee of the Laboratory of Genetics reviews applications each fall,
invites meritorious applicants for personal interviews each January and
February, and accepts approximately 15 percent of total applications
received. An application for admission consists of:

1. a resume,
2. a personal statement that discusses the reasons for pursuing a
genetics Ph.D.,
3. an transcript of undergraduate college or university coursework,
4. three or more letters of recommendation,
5. a report, if appropriate, of scores received on either the TOEFL or
IELTS exams of English language proficiency, and
6. any other information or documentation that would help the
admissions committee evaluate an applicant’s potential for success
in graduate study.

The application deadline is December 1.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further
funding information (https://grad.wisc.edu/funding/) is available from the
Graduate School. Be sure to check with your program for individual
policies and restrictions related to funding.

PROGRAM RESOURCES

The Genetics Training Program is supported by an NIH Training Grant.
Domestic students receive 1–2 years of funding, typically their first
year and second or third year. We encourage students to apply for
fellowships. Other funding sources include professors research grants
and university fellowships. Funding includes a stipend, health care
benefits, and tuition costs. Students must be making satisfactory
progress towards their degree.

Prospective students should see the program website (https://
genetics.wisc.edu/prospective-ph-d-students/) for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree
requirements (p. 13), in addition to the program requirements listed
below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time
to completion. Students are able to complete a program with minimal disruptions to
careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/
or on weekends to accommodate typical business schedules. Students have the
advantages of face-to-face courses with the flexibility to keep work and other life
commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact
the program for more specific information.
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirement Detail</th>
<th>Minimum Credit</th>
<th>Minimum Residence Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td>3.00 GPA required.</td>
<td>32 credits</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
<td></td>
</tr>
</tbody>
</table>

Assessments and Examinations

At the end of their coursework, student's complete Preliminary A, a written examination. The purpose of the Preliminary A Examination is to evaluate the student's general knowledge in genetics, their competency in critically analyzing original genetic literature and their ability to formulate experimental solutions to genetic problems. Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). This Preliminary B Examination should be completed by December 15 of the student's 3rd year.

Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements

No language requirement.

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a minor.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENETICS 701</td>
<td>Advanced Genetics</td>
<td>3</td>
</tr>
<tr>
<td>GENETICS 702</td>
<td>Advanced Genetics II</td>
<td>3</td>
</tr>
<tr>
<td>GENETICS/MD GENET 707</td>
<td>Genetics of Development ¹</td>
<td>3</td>
</tr>
<tr>
<td>GENETICS/MD GENET 708</td>
<td>Methods and Logic in Genetic Analysis ¹</td>
<td>3</td>
</tr>
<tr>
<td>ONCOLOGY 715</td>
<td>Ethics in Science ²</td>
<td>1</td>
</tr>
<tr>
<td>Elective: Any graduate level Genetics course (including special topics)</td>
<td>³</td>
<td></td>
</tr>
</tbody>
</table>

Four seminars

Specialized elective coursework at the discretion of your thesis committee

1. GENETICS/MD GENET 707 Genetics of Development and GENETICS/MD GENET 708 Methods and Logic in Genetic Analysis are taken by the first and second years together; GENETICS/MD GENET 707 is offered one year and GENETICS/MD GENET 708 the next.

2. Permission must be obtained to register from the cancer biology department.

3. Students wishing to take a course outside of Genetics course offerings may petition the Graduate Program Committee.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

For well-prepared advanced students, the program may accept prior graduate coursework from other institutions toward the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

For well-prepared advanced students, the program may decide to accept up to 7 credits numbered 300 or above completed at UW–Madison toward fulfillment of minimum degree and minor credit requirements. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special

The program may decide to accept up to 15 University Special student credits as fulfillment of the minimum graduate residence, graduate degree, or minor credit requirements on occasion as an exception (on a case-by-case basis).

UW–Madison coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result
in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

When students have identified a major professor and joined their lab, that professor will assume the duties of their advisor. At that time students will form a Ph.D. Advisory Committee consisting of three to five faculty members (ultimately it must be five) three of whom must be Genetics trainers, including two members of the Laboratory of Genetics faculty, and one minor advisor, if needed. One member must also be from a different department (all 5 cannot be Genetics faculty members). The Ph.D. Advisory Committee should be established no later than the end of the second semester. Under normal circumstances, the committee membership will remain in effect for the entire tenure of the student's graduate career.

The Ph.D. Advisory Committee will advise the student with regard to major and minor requirements. It will also act as their Prelim B Examination Committee and as the Final Oral Ph.D. Examination Committee. After the advisor, this committee is the primary monitoring instrument to assure satisfactory progress toward degree. The Ph.D. Advisory Committee will meet with the student at least once per year. During these annual meetings anticipated timelines for progress of the thesis project will be discussed and concrete guidance will be given about completing the thesis. The student will complete an annual committee meeting form each year during the meeting. The annual meeting will address the assessment of the student's progress and outline any suggestions or recommendations, in addition to verifying the discussion of the student's Individualized Development Plan (https://grad.wisc.edu/pd/idp/).

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered by other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The
grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.

c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.

d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate a broad understanding in the principles of genetics and heredity in all organisms. They will develop particular expertise in at least one of the broad subject areas of the doctoral program.

2. Demonstrate a broad understanding of major current and past theories, research findings and methodologies and techniques in genetics, with particular expertise in their area of concentration, both orally and in writing.

3. Develop critical thinking skills. They will retrieve and examine scientific literature, evaluate evidence for and again hypotheses, identify knowledge gaps, strengths and weaknesses in existing literature, synthesize knowledge, develop conclusions, and formulate plans for moving the current state of knowledge forward.

4. Develop and complete original research that advances a specific field of study within one of the broad areas subject areas in genetics.

5. Retrieve, evaluate and interpret professional peer-reviewed literature and use this information to develop theoretical frameworks, testable hypotheses, and predictions for their own research projects.

6. Design research projects that are feasible, based on well-designed and internally controlled experiments, and address important unresolved problems in genetic or biomedical research.

7. Conduct independent research, critically evaluate and interpret the resulting data, and, based on that analysis, design future experiments that advance the state of the field.

8. Write, edit, and assemble manuscripts resulting from their independent research and submit these for publication in peer-reviewed professional journals.

9. Communicate effectively to diverse audiences in writing, through oral presentations, and during formal and informal discussions.

10. Write clear and concise research articles for publication in professional journals.

11. Present at scientific conferences and in both formal and informal seminars.

12. Master methods of communicating and interacting effectively with professional colleagues, and will prepare successful applications for research grant support.

13. Articulate their research and its significance both formally and informally to diverse audiences.

14. Give and receive feedback on communication skills both orally and in writing.

15. Be provided with opportunities to engage in public outreach and education.

16. Effectively teach the principles of genetics and the methods used in contemporary genetic research.

17. Receive in-class educational training by serving as teaching assistants for at least one semester of an undergraduate genetics course.

18. Be provided with opportunities to mentor other students (for example, undergraduate students) in a laboratory research setting. Interested students will have opportunities to perform outreach activities in which they educate school-age students or individuals from other fields on the principles of modern genetics.

19. Be provided with diverse training that will prepare them for a range of flexible and sustainable careers in, for example, academia, industry, government, science policy, administration, commerce, journalism, law, education and community outreach.

20. Develop broadly applicable skills in critical thinking and problem solving.

21. Be provided with opportunities for teamwork, written and oral communication skills and collaborations.

22. Receive training in professional ethics and the responsible conduct of science.

23. Be trained to use scientific rigor when designing experiments, collecting and analyzing data, and interpreting and reporting results.

24. Discuss and formulate opinions on the many situations that working scientists encounter involving professional ethics and conflicts of interest.

25. Receive training in laws, regulation, permits and licenses, occupational health, safety standards and best practices, will demonstrate understanding of such and adhere to compliance.
**GEOGRAPHY**

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES**

- Cartography and Geographic Information Systems, Doctoral Minor (p. 862)
- Cartography and Geographic Information Systems, M.S. (p. 862)
- Geography, Doctoral Minor (p. 871)
- Geography, M.S. (p. 872)
- Geography, Ph.D. (p. 874)

**PEOPLE**

Faculty:

Department Chair: John (Jack) Williams


Associate Professors: Aslıgül Göçmen, Qunying Huang, Jenna Loyd, Sarah Moore, Stephen Young

Assistant Professors: Christian Andresen, Song Gao, Ken Keefover-Ring, Almita Miranda, Jen Rose Smith

CARTOGRAPHY AND GEOGRAPHIC INFORMATION SYSTEMS, M.S.

The Department of Geography offers a thesis-based master of science in Cartography and Geographic Information Systems, titled Thesis (p. 869). In addition, it offers two professional non-thesis options in the Cartography and Geographic Information Systems M.S. titled: GIS Development (p. 866) (online program) and Accelerated/Non-Thesis (p. 864) (in-residence program).

Information about facilities, supporting faculty and staff, and program requirements for all graduate programs in the department can be found in the Geography (p. 862) listing in this catalog.

The M.S. (Thesis) in Cartography and Geographic Information Systems provides a broad foundation in the theory and application of mapping and geographic information sciences. Students who earn the M.S. (Thesis) degree are prepared to continue on for the Ph.D. in geography or for...
positions in government agencies, planning organizations, environmental agencies, nongovernmental organizations, and private industry.

**ADMISSIONS**

Students apply to the Master of Science in Cartography and Geographic Information Systems through one of the named options:

- Accelerated/Non-Thesis, M.S. (p. 864)
- GIS Development, M.S. (p. 866)
- Thesis (p. 869)

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The department tries to provide support to all incoming graduate students in the form of fellowships, teaching assistantships, or research assistantships. Most forms of financial assistance include eligibility for health insurance coverage and remission of tuition.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

Other Grade

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

**Assessments**

See Named Options for policy information.

**Examinations**

Language

No language requirement.

**REQUIRED COURSES**

Select a Named Option (https://guide.wisc.edu/graduate/geography/cartography-geographic-information-systems-ms/#NamedOptions) for courses required.

**NAMED OPTIONS**

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Cartography and Geographic Information Systems must select one of the following named options:

- CARTOGRAPHY AND GEOGRAPHIC INFORMATION SYSTEMS: ACCELERATED/NON-THESIS, M.S. (P. 864)
- CARTOGRAPHY AND GEOGRAPHIC INFORMATION SYSTEMS: GIS DEVELOPMENT, M.S. (P. 866)
- CARTOGRAPHY AND GEOGRAPHIC INFORMATION SYSTEMS: THESIS, M.S. (P. 869)

**POLICIES**

Students should refer to one of the named options for policy information:

- Accelerated/Non-Thesis, M.S. (p. 864)
- GIS Development, M.S. (p. 866)
- Thesis (p. 869)

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in cartography and GIScience.
2. Identifies sources and assembles evidence pertaining to questions or challenges in cartography/GIScience.
3. Demonstrates understanding of cartography/GIScience in a historical, social, or global context.
4. Selects and/or utilizes the most appropriate methodologies and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in cartography/GIScience.
6. Communicates clearly in ways appropriate to cartography/GIScience.
7. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

Faculty:

Department Chair: John (Jack) Williams


Associate Professors: Aslıgül Göçmen, Qunying Huang, Jenna Loyd, Sarah Moore, Stephen Young

Assistant Professors: Christian Andresen, Song Gao, Ken Keefover-Ring, Almita Miranda, Jen Rose Smith

CARTOGRAPHY AND GEOGRAPHIC INFORMATION SYSTEMS: ACCELERATED/NON-THESIS, M.S.

This is a named option within the Cartography/GIS M.S (p. 862).

This accelerated master’s program provides a broad foundation in the theory and application of mapping and geographic information sciences. Graduates of this program will be well prepared for positions as GIS analysts in government agencies, planning organizations, environmental agencies, nongovernmental organizations, and private industry. Completion of this accelerated program does not include a thesis. Learn more. (https://geography.wisc.edu/gis/accelerated-non-thesis-masters-in-cartography-gis/)

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>April 1 for international applicants; June 1 for domestic applicants</td>
</tr>
</tbody>
</table>

<table>
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<tbody>
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<tr>
<td>Spring Deadline</td>
<td>August 1 for international applicants; October 1 for domestic applicants</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
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</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>2</td>
</tr>
</tbody>
</table>

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program’s website (https://geography.wisc.edu/gis/accelerated-non-thesis-masters-in-cartography-gis-application-information/) for details on how to apply.

This program accepts applications for the FALL and SPRING semesters. Please visit the program website for more information on deadlines. (https://geography.wisc.edu/gis/accelerated-non-thesis-masters-in-cartography-gis-application-information/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in the GIS Development and Accelerated/Non-Thesis named options are not permitted to accept graduate assistantships or other appointments that would result in a tuition waiver and cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

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<th>Face to Face</th>
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</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
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CURRICULAR REQUIREMENTS

Requirements Detail

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<tr>
<th>Requirement</th>
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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
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<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
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<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

Assessments and Examinations

- No formal examination is required.

Language Requirements

- No language requirement.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG</td>
<td>Introduction to Cartography (Core course)</td>
<td>4</td>
</tr>
<tr>
<td>GEOG/CIV ENGR/ENVIR ST</td>
<td>An Introduction to Geographic Information Systems (Core course)</td>
<td>4</td>
</tr>
</tbody>
</table>

Electives

Choose four of the following: 14-16 credits

<table>
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<th>Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>GEOG</td>
<td>Advanced Quantitative Methods (Elective)</td>
<td></td>
</tr>
<tr>
<td>GEOG</td>
<td>Graphic Design in Cartography (Elective)</td>
<td></td>
</tr>
<tr>
<td>GEOG</td>
<td>Advanced Geocomputing and Geospatial Big Data Analytics (Elective)</td>
<td></td>
</tr>
<tr>
<td>GEOG</td>
<td>Geospatial Database Design and Development (Elective)</td>
<td></td>
</tr>
<tr>
<td>GEOG</td>
<td>Interactive Cartography &amp; Geovisualization (Elective)</td>
<td></td>
</tr>
<tr>
<td>GEOG</td>
<td>Geospatial Web and Mobile Programming (Elective)</td>
<td></td>
</tr>
<tr>
<td>GEOG</td>
<td>GIS Applications (Elective)</td>
<td></td>
</tr>
<tr>
<td>GEOG</td>
<td>GIS and Spatial Analysis (Elective)</td>
<td></td>
</tr>
<tr>
<td>GEOG</td>
<td>Special Topics in Geography (Elective)</td>
<td></td>
</tr>
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</table>

Total Credits 30-32

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 7 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree or earned ten years is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, students are allowed to count no more than 7 credits of undergraduate graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree or earned ten years is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 15 credits of graduate coursework as defined above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.
PROBATION
The Department of Geography expects graduate students to progress through a sequence of benchmarks within prescribed time periods. These benchmarks constitute a reasonable rate of accomplishment for full-time students holding teaching or research appointments. The department recognizes that individual circumstances vary, and not all students progressing toward their academic goals will hit the benchmarks exactly. Thus, a student’s progress is considered unsatisfactory only after a period of time elapses following an unmet benchmark. A student not making satisfactory progress is placed on probation. For detailed information about these benchmarks and triggers for probationary status, please see the department’s Criteria for Satisfactory Progress.

ADVISOR / COMMITTEE
All students are required to conduct a progress report each semester with the program director or manager. Failure to do so will result in a hold being placed on the student’s registration.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
For program-specific time constraints, please see Probation Policy above.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
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- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
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- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Associated Faculty: John (Jack) Williams (Department Chair), A-Xing Zhu, Robert Roth, Quyning Huang, and Song Gao.

Associated Instructors: Justin Cole and Anwar Souny-Slitine

Staff: Britney Krauss (GIS Professional Programs Coordinator) and Joel Gruley (GIS Professional Programs Student Services Coordinator)

CARTOGRAPHY AND GEOGRAPHIC INFORMATION SYSTEMS: GIS DEVELOPMENT, M.S.

This is a named option within the Cartography/GIS M.S (p. 862).

This online master’s program provides a broad foundation in the theory and application of mapping and geographic information sciences. Graduates of this program will be well prepared as GIS analysts in government agencies, planning organizations, environmental agencies, nongovernmental organizations, and private industry. Completion of this program does not include a thesis. Learn more (https://geography.wisc.edu/gis/onlinemasters/)

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>September 1 for international applicants; November 1 for domestic applicants</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>February 1 for international applicants; April 1 for domestic applicants</td>
</tr>
</tbody>
</table>
GRE (Graduate Record Examinations) Not required.

English Proficiency Test Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required 2

The Graduate School sets minimum requirements for admissions (https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the program's website (https://geography.wisc.edu/gis/online-masters-program-application-information/) for details on how to apply.

This program accepts applications for the FALL, SPRING, and SUMMER semesters. Please visit the program website for more information on deadlines. (https://geography.wisc.edu/gis/online-masters-program-application-information/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in the GIS Development and Accelerated/Non-Thesis named options are not permitted to accept graduate assistantships or other appointments that would result in a tuition waiver and cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

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Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

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Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

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<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
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<td>Other Grade Requirements</td>
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</tr>
</tbody>
</table>

Assessments and Examinations No formal examination is required.

Language No language requirement.

REQUIRED COURSES

Students must complete the coursework for breadth requirements at an accredited institution of higher learning prior to entering the program. The Program Director, in consultation with the Program Admissions Committee, may choose to waive these requirements if an applicant provides evidence of sufficient knowledge in these areas gained through work experience. Students must have completed the equivalent of two (2) undergraduate-level courses in GIS and/or Cartography and Visualization, and one (1) course in Quantitative Methods.

<table>
<thead>
<tr>
<th>Code</th>
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<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>GEOG 378</td>
<td>Introduction to Geocomputing</td>
<td>4</td>
</tr>
<tr>
<td>GEOG 572</td>
<td>Graphic Design in Cartography</td>
<td>4</td>
</tr>
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<td>GEOG 574</td>
<td>Geospatial Database Design and Development</td>
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GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 7 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree or earned ten years is not allowed to satisfy requirements.

UW-Madison Undergraduate
With program approval, students are allowed to count no more than 7 credits of undergraduate graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree or earned ten years is not allowed to satisfy requirements.

UW-Madison University Special
With program approval, students may count 15 credits taken as a UW-Madison University Special student. Coursework earned five or more years prior to admission to the option may not be used to satisfy requirements.

PROBATION

The Department of Geography expects graduate students to progress through a sequence of benchmarks within prescribed time periods. These benchmarks constitute a reasonable rate of accomplishment for full-time students holding teaching or research appointments. The department recognizes that individual circumstances vary, and not all students progressing toward their academic goals will hit the benchmarks exactly. Thus a student’s progress is considered unsatisfactory only after a period of time elapses following an unmet benchmark. A student not making satisfactory progress is placed on probation. For detailed information about these benchmarks and triggers for probationary status, please see the department’s Criteria for Satisfactory Progress (http://www.geography.wisc.edu/graduate/Criteria%20for%20Satisfactory%20Progress.pdf).

ADVISOR / COMMITTEE

All students are required to conduct a progress report each semester with the program director or manager. Failure to do so will result in a hold being placed on the student’s registration.

CREDITS PER TERM ALLOWED

12 credits

TIME CONSTRAINTS

For program-specific time constraints, please see Probation Policy above.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
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OTHER

n/a

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GRADUATE SCHOOL RESOURCES

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Staff: Brittney Krauss (GIS Professional Programs Coordinator) and Joel Gruley (GIS Professional Programs Student Services Coordinator)

CARTOGRAPHY AND GEOGRAPHIC INFORMATION SYSTEMS: THESIS, M.S.

This is a named option within the Cartographic and Geographic Information Systems M.S. (p. 862)

The Department of Geography offers a thesis-based master of science in Cartography and Geographic Information Systems, titled Thesis (p. 869). In addition, it offers two professional non-thesis options in the Cartography and Geographic Information Systems M.S. titled: GIS Development (p. 866) (online program) and Accelerated/Non-Thesis (p. 864) (in-residence program).

Information about facilities, supporting faculty and staff, and program requirements for all graduate programs in the department can be found in the Geography (p. 862) listing in this catalog.

The M.S. (Thesis) in Cartography and Geographic Information Systems provides a broad foundation in the theory and application of mapping and geographic information sciences. Students who earn the M.S. (Thesis) degree are prepared to continue on for the Ph.D. in geography or for positions in government agencies, planning organizations, environmental agencies, nongovernmental organizations, and private industry.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/ of the Graduate School as well as the program(s)).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>

English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) | n/a

Letters of Recommendation Required | 3

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The department tries to provide support to all incoming graduate students in the form of fellowships, teaching assistantships, or research assistantships. Most forms of financial assistance include eligibility for health insurance coverage and remission of tuition.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

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NAMED OPTION REQUIREMENTS

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Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail
Minimum Credit Requirement 30 credits
Minimum Residence Credit Requirement 16 credits
Minimum Graduate Coursework Requirement Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.
Overall Graduate GPA Requirement 3.00 GPA required.
Other Grade Requirements The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.
Assessments A formal thesis is required.
Language Requirements No language requirement.

REQUIRED COURSES

Most students complete the coursework for breadth requirements prior to entering the program. Students who begin the program lacking one or more of the breadth courses are expected to complete such coursework during the master’s program. One course taken for breadth can also be used to fulfill degree requirements. Typically, these courses are not seminars. Students must complete the equivalent of one undergraduate-level course in quantitative methods, two courses in mathematics, and two intermediate or advanced geography courses.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>GEOG 765 &amp; GEOG 766</td>
<td>Geographical Inquiry and Analysis: An Introduction and Geographical Inquiry and Analysis: Techniques</td>
<td>4</td>
</tr>
<tr>
<td>GEOG 370</td>
<td>Introduction to Cartography</td>
<td>4</td>
</tr>
<tr>
<td>GEOG/CIV ENGR/ENVIR ST 377</td>
<td>An Introduction to Geographic Information Systems</td>
<td>4</td>
</tr>
<tr>
<td>GEOG 378</td>
<td>Introduction to Geocomputing</td>
<td>4</td>
</tr>
<tr>
<td>GEOG 970</td>
<td>Seminar in Geographic Information Science</td>
<td>1-3</td>
</tr>
</tbody>
</table>

Select two of the following: 6-8

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>GEOG 572</td>
<td>Graphic Design in Cartography</td>
</tr>
<tr>
<td>GEOG 573</td>
<td>Advanced Geocomputing and Geospatial Big Data Analytics</td>
</tr>
<tr>
<td>GEOG 574</td>
<td>Geospatial Database Design and Development</td>
</tr>
<tr>
<td>GEOG 575</td>
<td>Interactive Cartography &amp; Geovisualization</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG 576</td>
<td>Geospatial Web and Mobile Programming</td>
</tr>
<tr>
<td>GEOG 577</td>
<td>GIS Applications</td>
</tr>
<tr>
<td>GEOG 578</td>
<td>GIS and Spatial Analysis</td>
</tr>
</tbody>
</table>

Policies

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 6 credits of graduate coursework as defined above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Department of Geography expects graduate students to progress through a sequence of benchmarks within prescribed time periods. These benchmarks constitute a reasonable rate of accomplishment for full-time students holding teaching or research appointments. The department recognizes that individual circumstances vary, and not all students progressing toward their academic goals will hit the benchmarks exactly. Thus a student’s progress is considered unsatisfactory only after a period of time elapses following an unmet benchmark. A student not making satisfactory progress is placed on probation. For detailed information about these benchmarks and triggers for probationary status, please see the department’s Criteria for Satisfactory Progress (https://geography.wisc.edu/wp-content/uploads/2018/09/Graduate-Student-Handbook-Version-18-19-August-2018.pdf).

ADVISOR / COMMITTEE

The chair (or co-chair) of a Master’s student’s committee is the student’s advisor. This individual must be graduate faculty in Geography or affiliated with Geography. The committee must have at least three members, two of whom must be graduate faculty (or former graduate faculty up to one year after resignation/retirement). Two of the three members must be affiliated with the Geography Department. The third member may be a qualified individual from within or outside UW-
Madison. Inclusion of committee members who are not UW-Madison graduate faculty must be approved by the student’s advisor.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
For program-specific time constraints, please see Probation Policy above.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosostudents.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/lib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosostudents.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
We consider all applicants to the M.S. for multi-year guaranteed funding packages. This funding, however, is not plentiful and it is competitive. Decisions about funding are typically made by late February. Students in the GIS Development and Accelerated/Non-Thesis named options are not permitted to accept graduate assistantships or other appointments that would result in a tuition waiver and cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty:
Department Chair: John (Jack) Williams
Associate Professors: Aslığül Göçmen, Qunying Huang, Jenna Loyd, Sarah Moore, Stephen Young
Assistant Professors: Christian Andersen, Song Gao, Ken Keefover-Ring, Almita Miranda, Jen Rose Smith

GEOGRAPHY, DOCTORAL MINOR

Geography studies the interaction between people and their environments including the ways in which the people, the environments, and the interactions all vary from place to place over the earth. Because it is concerned with the character of people and their cultures on the one hand, and with the character of the earth’s surface and its resources on the other, geography is both a social and a natural science. The UW–Madison geography program is organized into four major thematic areas: physical geography and earth system science, people-environmental studies, cartography and GIS, and human geography. There is intentional overlap among the thematic areas and many of our faculty work across subfields (e.g., teach courses in both human and people-environment).

ADMISSIONS

For more information, contact: Marguerite Roulet, Graduate Program Director (maroulet@wisc.edu).

REQUIREMENTS

All students pursuing a concentrated minor in geography are required to connect with a faculty member with whom they can work to establish a reasonable course list to complete 9 credits in the department. That faculty member will, ultimately, be responsible for signing off on completion of the minor. Students interested in the geography minor are encouraged to explore the department’s faculty pages (http://www.geography.wisc.edu/faculty/) and contact faculty members with shared research interests.
The Department of Geography is a leader in the field of geography and offers exceptional opportunities for graduate education. The department has been consistently rated as one of the best in the country and, for over 100 years, has been the training ground for generations of geographers. The department's strength is reflected in its ability to attract top-caliber students, compete for significant research funding, and publish foundational scholarly work. The department maintains strength across the full spectrum of subfields within the discipline, and is organized into four major thematic areas: physical geography and earth system science, people and environment, human geography, and cartography/GIS.

Department faculty and graduate students represent a diverse community within which a wide range of perspectives, approaches and research strategies is accommodated. The faculty has long been recognized nationally and internationally for outstanding contributions to geography and beyond. Many graduate students have gone on to prominence within government, industry, and academia, and some of the most influential names in geography received their training in Madison.

The department offers two masters of science in geography (thesis option): a master of science in geography and a master of science in cartography and geographic information systems.

Graduate students at the M.S. level are expected to acquire a broad foundation in geography in addition to specializing in one or more areas of concentration. Students who earn the M.S. (Thesis) degree are prepared to continue on for the Ph.D., or for positions in government agencies, planning organizations, environmental agencies, nongovernmental organizations, and private industry.

Currently 62 students are enrolled in the graduate program: 8 are pursuing the M.S. in geography, 8 are pursuing the M.S. (Thesis) in cartography/GIS, and 46 are completing the Ph.D. The department takes in roughly 10–15 new graduate students each year. In recent years, about half of all incoming graduate students have completed an undergraduate major in a subject other than geography.

**FACILITIES**

Housed in historic Science Hall, the Department of Geography offers exceptional facilities for advanced study in geography, cartography, and GIS. The department maintains the University Cartographic Laboratory, the Arthur Robinson Map and Air Photo Library, a computer lab, several computer classrooms, and laboratory facilities specializing in biogeography, biogeochemistry, paleoecology, geomorphology, and soil research. In addition, the building houses the Wisconsin State Cartographer's Office, the History of Cartography Project, and the Gaylord Nelson Institute for Environmental Studies.

Graduate students may supplement their work in the geography department with study in other departments of the university, and there are frequent opportunities for advanced work in interdepartmental seminars. The location of the state capital at Madison makes possible easy contact with state agencies and some federal agencies.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The department tries to provide support to all incoming graduate students in the form of fellowships, teaching assistantships, or research assistantships. Most forms of financial assistance include eligibility for health insurance coverage and remission of tuition.
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide">https://registrar.wisc.edu/course-guide</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>No other grade requirements.</td>
</tr>
<tr>
<td>Assessments</td>
<td>A formal thesis is required.</td>
</tr>
<tr>
<td>Examinations</td>
<td>No language requirement.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Breadth Requirements

Most students complete the coursework for breadth requirements prior to entering the program. Students who begin the program lacking one or more of the breadth courses are expected to complete such coursework during the master's program. One course taken for breadth can also be used to fulfill degree requirements. Typically, these courses are not seminars. Students must complete the equivalent of one undergraduate-level course in each subarea (Physical Geography, Human Geography, People-Environment Geography, Cartography/GIS).

Coursework

- GEOG 765 Geographical Inquiry and Analysis: An Introduction (1 credit) + GEOG 766 Geographical Inquiry and Analysis: Techniques (3 credit); two geography graduate courses 300-level and above: one can double count for breadth, cannot include seminars; two (3 credit) geography seminars with two different faculty members.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures ([https://grad.wisc.edu/acadpolicy/](https://grad.wisc.edu/acadpolicy/)) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. coursework earned five or more years prior to admission to a master's degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 6 credits of graduate coursework as defined above taken as a UW–Madison Special student. coursework earned five or more years prior to admission to a master's degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

The Department of Geography expects graduate students to progress through a sequence of benchmarks within prescribed time periods. These benchmarks constitute a reasonable rate of accomplishment for full-time students holding teaching or research appointments. The department recognizes that individual circumstances vary, and not all students progressing toward their academic goals will hit the benchmarks exactly. Thus a student's progress is considered unsatisfactory only after a period of time elapses following an unmet benchmark. A student not making satisfactory progress is placed on probation. For detailed information about these benchmarks and triggers for probationary status, see the department's Criteria for Satisfactory

ADVISOR / COMMITTEE
The chair (or co-chair) of a Masters student’s committee is the student’s advisor. This individuals must be graduate faculty in Geography or affiliated with Geography. The committee must have at least three members, two of whom must be graduate faculty (or former graduate faculty up to one year after resignation/retirement). Two of the three members must be affiliated with the Geography Department. The third member may be a qualified individual from within or outside UW-Madison. Inclusion of committee members who are not UW-Madison graduate faculty must be approved by the student’s advisor.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
For program-specific time constraints, please see Probation Policy above.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
We consider all applicants for multi-year guaranteed funding packages. This funding, however, is not plentiful and it is competitive. Decisions about funding are typically made by late February. These funding guarantees (typically two years for M.S. students and three years for Ph.D. students) are most commonly in the form of teaching assistantships and are guaranteed at a level such that students are eligible for health insurance and tuition remission.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in geography.
2. Identifies sources and assembles evidence pertaining to questions or challenges in geography.
3. Demonstrates understanding of geography in a historical, social, or global context.
4. Selects and/or utilizes the most appropriate methodologies and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in geography.
6. Communicates clearly in ways appropriate to geography.
7. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

Faculty:
Department Chair: John (Jack) Williams
Associate Professors: Aslıgil Göçmen, Qunying Huang, Jenna Loyd, Sarah Moore, Stephen Young
Assistant Professors: Christian Andresen, Song Gao, Ken Keefover-Ring, Almita Miranda, Jen Rose Smith

GEOGRAPHY, PH.D.

The Department of Geography is a leader in the field of geography and offers exceptional opportunities for graduate education. The department has been consistently rated as one of the best in the country and, for more than 100 years, has been the training ground for generations of geographers. The department’s strength is reflected in its ability to attract top-caliber students, compete for significant research funding, and publish foundational scholarly work. The department maintains
strength across the full spectrum of subfields within the discipline, and is organized into four major thematic areas: physical geography and earth system science, people and environment, human geography, and cartography/GIS.

Department faculty and graduate students represent a diverse community within which a wide range of perspectives, approaches and research strategies is accommodated. The faculty has long been recognized nationally and internationally for outstanding contributions to geography and beyond. Many graduate students have gone on to prominence within government, industry, and academia and some of the most influential names in geography received their training in Madison.

The Ph.D. degree is founded primarily upon specialized advanced training and research. Students may specialize in a single subdisciplinary area or a combination of areas and are expected to engage in research leading to a dissertation that makes an original and significant contribution to geographic knowledge and ideas.

Currently 62 students are enrolled in the graduate program: 8 are pursuing the M.S. in geography, 8 are pursuing the M.S. (Thesis) in cartography/GIS, and 46 are completing the Ph.D. The department takes in roughly 10–15 new graduate students each year.

FACILITIES
Housed in historic Science Hall, the Department of Geography offers exceptional facilities for advanced study in geography, cartography, and GIS. The department maintains the University Cartographic Laboratory, the Arthur Robinson Map and Air Photo Library, a computer lab, several computer classrooms, and laboratory facilities specializing in biogeography, biogeochemistry, paleoecology, geomorphology, and soil research. In addition, the building houses the Wisconsin State Cartographer’s Office, the History of Cartography Project, and the Gaylord Nelson Institute for Environmental Studies.

Graduate students may supplement their work in the geography department with study in other departments of the university, and there are frequent opportunities for advanced work in interdepartmental seminars. The location of the state capital at Madison makes possible easy contact with state agencies, and some federal agencies.

ADMISSIONS
Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<th>Requirements</th>
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</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>

English Proficiency Test
Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) | n/a

Letters of Recommendation Required | 3

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
The department tries to provide support to all incoming graduate students in the form of fellowships, teaching assistantships, or research assistantships. Most forms of financial assistance include eligibility for health insurance coverage and remission of tuition.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence</td>
<td>32 credits</td>
<td></td>
</tr>
<tr>
<td>Graduate Coursework</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
<td></td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>No other grade requirements.</td>
<td></td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Students must pass a general exam covering one of the breadth areas and a specific exam devised and graded by individual's committee. Student must orally defend dissertation proposal before a thesis committee.</td>
<td></td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Competence in a non-English language can be used to fulfill skills requirement.</td>
<td></td>
</tr>
<tr>
<td>Doctoral Minor/ Breadth</td>
<td>All doctoral students are required to complete a minor. Students who choose to complete the Culture, History and Environment doctoral minor can use no more than one course in each subarea (Physical Geography, Human Geography, People-Environment Geography, Cartography/GIS). One course taken for breadth can also be used to fulfill degree requirements. Typically, these courses are not seminars. Most students complete this coursework for breadth requirements prior to entering the program. Students who begin the program lacking one or more of the breadth courses are expected to complete such coursework by the end of the 2nd semester in the Ph.D. program.</td>
<td></td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Breadth Requirements

Students must complete the equivalent of one undergraduate-level course in each subarea (Physical Geography, Human Geography, People-Environment Geography, Cartography/GIS). One course taken for breadth can also be used to fulfill degree requirements. Typically, these courses are not seminars. Most students complete this coursework for breadth requirements prior to entering the program. Students who begin the program lacking one or more of the breadth courses are expected to complete such coursework by the end of the 2nd semester in the Ph.D. program.

Coursework

GEOG 765 Geographical Inquiry and Analysis: An Introduction (1 cr); two (3 cr) geography seminars with two different faculty members (cannot use seminars completed as M.S. student); skills coursework (6 credits of intermediate or advanced courses)—any coursework completed as a graduate student can be used. Competence in non-English language OR quantitative and/or qualitative skills.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. coursework earned five or more years prior to admission to a master's degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of graduate coursework as defined above taken as a UW–Madison Special student. coursework earned five or more years prior to admission to a master's degree or earned ten year or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

The Department of Geography expects graduate students to progress through a sequence of benchmarks within prescribed time periods. These benchmarks constitute a reasonable rate of accomplishment for full-time students holding teaching or research appointments. The department recognizes that individual circumstances vary, and not all students progressing toward their academic goals will hit the benchmarks exactly. Thus a student's progress is considered unsatisfactory only after a period of time elapses following an unmet benchmark. A student not making satisfactory progress is placed on probation. For detailed information about these benchmarks and triggers for probationary status, see the department's Criteria for Satisfactory Progress (https://geography.wisc.edu/wp-content/uploads/2017/05/Criteria-for-Satisfactory-Progress.pdf).

ADVISOR / COMMITTEE

The chair (or co-chair) of a doctoral student’s Dissertation Committee is the student’s Advisor. This individual must be UW-Madison graduate faculty in Geography or affiliated with Geography. The committee must have at least 4 members, all designated as “readers” (responsible for reading the entire dissertation). The committee must have members from at least 2 University of Wisconsin-Madison graduate programs. Three members must be UW-Madison graduate faculty (or former graduate faculty up to one year after resignation/retirement). At least 2 members must be from UW-Madison Geography or affiliated with UW-Madison Geography. At least one committee member must be from outside the major field of study. The fourth member and any additional members can be UW-Madison graduate faculty (or former graduate faculty up to one year after resignation/retirement) or qualified individuals from within or outside UW-Madison. Inclusion of committee members who are not UW-Madison graduate faculty must be approved by the student's Advisor. Students can add a 5th committee member, who can serve as "non-reader" (not responsible for reading the entire dissertation, able to provide input on specific areas of expertise).

CREDITS PER TERM ALLOWED

15 credits
**TIME CONSTRAINTS**
For program-specific time constraints, please see Probation Policy above.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employee.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for all conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**
We consider all applicants for multi-year guaranteed funding packages. This funding, however, is not plentiful and it is competitive. Decisions about funding are typically made by late February. These funding guarantees (typically two years for M.S. students and three years for Ph.D. students) are most commonly in the form of teaching assistantships and are guaranteed at a level such that students are eligible for health insurance and tuition remission.

**LEARNING OUTCOMES**
1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within geography.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within geography.
3. Creates research, scholarship, or performance that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of geography to society.
6. Communicates breadth within their learning experiences.
7. Fosters ethical and professional conduct.

**PEOPLE**
Faculty:
Department Chair. John (Jack) Williams
Associate Professors: Aslıgil Göçmen, Quying Huang, Jenna Loyd, Sarah Moore, Stephen Young
Assistant Professors: Christian Andresen, Song Gao, Ken Keefover-Ring, Almita Miranda, Jen Rose Smith

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES**
- Geoscience, Doctoral Minor (p. 877)
- Geoscience, M.S. (p. 878)
- Geoscience, Ph.D. (p. 880)

**PEOPLE**
Faculty: Professors Carroll, DeMets, Feigl, Goodwin, Johnson, Kelly, Meyers, Peters, Roden, Singer, Thurber, Tikoff, Xu; Associate Professors Cardiff, Dutton; Assistant Professors Bauer, Bonamici, Ferrier, Marcott, Zahasky, Zoet

**GRADUATE SCHOOL RESOURCES**
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**GEOSCIENCE, DOCTORAL MINOR**
The Geoscience minor provides students in the natural sciences with an opportunity to broaden and deepen their understanding of traditional areas of geoscience such as sedimentary geology, hydrogeology, geophysics, mineralogy, petrology, geochemistry, structural geology, and surface processes. The minor offers coursework that connects to other earth and environmental science programs on campus including, for example, participation in the Nelson Institute for Environmental Studies.
and close collaboration with the College of Engineering to jointly train future geological engineers. We also offer courses that deal with societal problems including climate change, geohazards, the environment, and natural resources; and courses that deal with big questions such as the origin of life in the solar system, geologic triggers for global biotic changes, and the deep-seated processes that drive earthquakes and volcanic eruptions. Regardless of the focus of the minor, the key learning outcome is for the student to understand how geoscientists approach problems, including development and evaluation of scientific hypotheses, ideas, and concepts within Geoscience. Our graduate courses require students to communicate complex ideas in a clear and understandable manner, an ability that will allow them to engage with and communicate with research professionals in Geoscience.

AAdmissions

Contact Professor Eric Roden, eroden@geology.wisc.edu.

Requirements

Our minor requires a minimum of 9 credits in courses involving one or more faculty from Geoscience. The coursework may focus on a single geoscience discipline (e.g., one of the traditional areas listed in the Overview), or may be multidisciplinary across our various coursework options. Fulfillment of this option requires the approval of the graduate studies program coordinator.

People

Faculty: Professors Carroll, DeMets, Feigl, Goodwin, Johnson, Kelly, Meyers, Peters, Roden, Singer, Thurber, Tikoff, Xu; Associate Professors Cardiff, Dutton; Assistant Professors Bauer, Bonamici, Ferrier, Marcott, Zahasky, Zoet

Geoscience, M.S.

The Department of Geoscience provides opportunity for advanced study leading to the master of science and the doctor of philosophy degrees. Broad research interests and numerous fields of specialization among the members of the faculty provide research opportunities in all major fields of earth science including geochemistry, geophysics, hydrogeology, microbial geoscience, mineralogy, nano-geoscience, paleontology, paleoclimatology/paleooceanography, petrology, quaternary geology, sedimentology, structural geology, and tectonics.

The graduate student is expected to acquire a broad foundation in geoscience and in the supporting sciences before specializing. Courses are selected by the student in consultation with a three-member guidance and evaluation committee. Individual research and scholarship is required in all graduate work. It is expected that the candidate for an advanced degree will make original contributions, develop new ideas, and complete a dissertation suitable for publication in a peer-reviewed journal, book, or report. Students may also obtain a joint master's degree in geoscience and water resources management if approved by both programs and the Graduate School.

The department maintains a variety of cutting-edge laboratories in Lewis G. Weeks Hall for the Geological Sciences. Strong connections also exist between the geoscience and geological engineering programs. Library and research facilities are available for advanced work in all important branches of the science. Geological survey offices in the Madison area, both state and federal, provide opportunities for cooperation with Survey geologists and the use of Survey facilities.

The program prepares students for teaching and research in academic positions, research work in state and federal organizations, and research and development in industry. The department coordinates interviews with potential employers several times during the year and maintains information on career placement. Students are actively involved in teaching and research programs and other scholarly activities of the department.

Admissions

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 4</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>November 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score. The program also meets the Graduate School minimum requirement (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Graduate students may enter the degree program with a bachelor's degree in geology or a related earth science, or some other field relevant to the intended field of specialization. In addition to meeting the minimum admission requirements of the Graduate School, candidates must have had one year each of college chemistry, physics, and calculus. Graduate students in paleobiology are allowed to substitute statistics courses for the calculus requirement. A student entering the program with an undergraduate degree in geology is expected to have completed a 6–8 credit course in geographic field mapping.

Applicants will not normally be admitted with deficiencies in more than two one-semester courses in the required cognate subjects (for example, a prospective student could be missing one semester of physics and one semester of calculus). Such deficiencies should be removed before concluding the first year of graduate study. A deficiency in field geology normally must be removed before commencing graduate study. Promising students with excessive deficiencies may be advised to take courses as a Special
student before becoming eligible to enter graduate studies. They cannot, however, receive financial aid while a Special student.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Financial assistance sufficient to meet the ordinary expenses of graduate school is available to qualified students in the form of fellowships and teaching or research assistantships. Prospective students should contact the department for information on available financial aid. All applicants must take the Graduate Record Exam (GRE).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
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</table>

Mode of Instruction Definitions

**Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
</tbody>
</table>

**Minimum Residence Credit Requirement**

| Minimum Graduate Coursework Requirement | Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/(https://registrar.wisc.edu/course-guide)/). |
| Overall Graduate GPA Requirement | 3.00 GPA required. |
| Other Grade Requirements | The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. |

**REQUIRED COURSES**

Courses are selected by the student in consultation with a three-member Guidance and Evaluation Committee.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 15 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

7 credits from a UW–Madison undergraduate degree are allowed to count toward the degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

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These resources may be helpful in addressing your concerns:

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Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Qualified prospective students are considered for financial support in the form of graduate assistantships or fellowships at the same time they are considered for admission.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the scientific theories, scientific hypotheses, research methods, and approaches to inquiry or schools of practice in geoscience.
2. Identifies sources and assembles evidence pertaining to questions or challenges in geoscience.
3. Demonstrates understanding of geoscience in historical, social, or global context.
4. Selects and/or utilizes the most appropriate methodologies and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in geoscience.
6. Communicates clearly in ways appropriate to the geological sciences.
7. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

Faculty: Professors Carroll, DeMets, Feigl, Goodwin, Johnson, Kelly, Meyers, Peters, Roden, Singer, Thurber, Tikoff, Xu; Associate Professors Cardiiff, Dutton; Assistant Professors Bauer, Bonamici, Ferrier, Marcott, Zahasky, Zoet

GEOSCIENCE, PH.D.

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paleoclimatology/paleooceanography, petrology, quaternary geology, sedimentology, structural geology, and tectonics.

The graduate student is expected to acquire a broad foundation in geoscience and in the supporting sciences before specializing. Courses are selected by the student in consultation with a three-member guidance and evaluation committee. Individual research and scholarship is required in all graduate work. It is expected that the candidate for an advanced degree will make original contributions, develop new ideas, and complete a dissertation suitable for publication in a peer-reviewed journal, book, or report. Students may also obtain a joint master’s degree in geoscience and water resources management if approved by both programs and the Graduate School.

The department maintains a variety of cutting-edge laboratories in Lewis G. Weeks Hall for the Geological Sciences. Strong connections also exist between the geoscience and geological engineering programs. Library and research facilities are available for advanced work in all important branches of the science. Geological survey offices in the Madison area, both state and federal, provide opportunities for cooperation with Survey geologists and the use of Survey facilities.

The program prepares students for teaching and research in academic positions, research work in state and federal organizations, and research and development in industry. The department coordinates interviews with potential employers several times during the year and maintains information on career placement. Students are actively involved in teaching and research programs and other scholarly activities of the department.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

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</tr>
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Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required 3

Graduate students may enter the degree program with a bachelor’s degree in geology or a related earth science, or some other field relevant to the intended field of specialization. In addition to meeting the minimum admission requirements of the Graduate School, candidates must have had one year each of college chemistry, physics, and calculus. Graduate students in paleobiology are allowed to substitute statistics courses for the calculus requirement. A student entering the program with an undergraduate degree in geology is expected to have completed a 6–8 credit course in geologic field mapping.

Applicants will not normally be admitted with deficiencies in more than two one-semester courses in the required cognate subjects (for example, a prospective student could be missing one semester of physics and one semester of calculus). Such deficiencies should be removed within the first year of graduate study. A deficiency in field geology normally must be removed before commencing graduate study. Promising students with excessive deficiencies may be advised to take courses as a Special student before becoming eligible to enter graduate studies. They cannot, however, receive financial aid while a Special student.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

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<td>Minimum Credit</td>
<td>51 credits</td>
</tr>
<tr>
<td>Residence Credit</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

**Other Grade Requirements**

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

**Assessments and Examinations**

Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.

**Language Requirements**

No language requirements.

**Doctoral Minor/Breadth Requirements**

All doctoral students are required to complete a minor.

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**REQUIRED COURSES**

Courses are selected by the student in consultation with a three-member Guidance and Evaluation Committee.

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**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

---

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 15 credits of graduate coursework from other institutions. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

7 credits from a UW–Madison undergraduate degree are allowed to count toward the degree. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
LEARNING OUTCOMES

1. Formulates and plans original research.
2. Formulates scientific hypotheses, ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within geoscience.
3. Creates research and scholarship that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences, gaining a broad awareness of the status of contemporary research beyond the student’s area of specialization.
5. Advances contributions of geoscience to society.
6. Communicates complex ideas in a clear and understandable manner, including the ability to engage and communicate with research professionals in geoscience.
7. Fosters ethical and professional conduct.

OTHER

Qualified prospective students are considered for financial support in the form of graduate assistantships or fellowships at the same time they are considered for admission.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

GERMAN, NORDIC, AND SLAVIC

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Folklore, Doctoral Minor (p. 883)
- German, Doctoral Minor (p. 884)
- German, M.A. (p. 884)
- German, Ph.D. (p. 887)
- Russian, Doctoral Minor (p. 891)
- Scandinavian Studies, Doctoral Minor (p. 891)
- Scandinavian Studies, M.A. (p. 891)
- Scandinavian Studies, Ph.D. (p. 895)
- Slavic Languages and Literatures, Doctoral Minor (p. 900)
- Slavic Languages and Literatures, M.A. (p. 900)
- Slavic Languages and Literatures, Ph.D. (p. 903)

PEOPLE

GERMAN

Faculty: Professors Chavez, Gross, Louden, Mani, Potter, Vanderwal Taylor; Associate Professors Calomino, Eldridge, Klocke, Moedersheim; Assistant Professors Li, Somers, Stern, Yudkoff; Faculty Associate Larson-Guenette, Schueller

SCANDINAVIAN STUDIES

Faculty: Professors Brantly, DuBois, Wolf; Assistant Professors Andersen, Krouk; Faculty Associate Mellor, Schmidt

SLAVIC LANGUAGES AND LITERATURES

Faculty: Professors Danaher, Evans-Romaine, Shevelenko, van de Water; Associate Professor Reynolds; Assistant Professor Hanukai, Ospovat, Wodzynski, Zilbergerts; Faculty Associate Tishler, Tumarkin

FOLKLORE, DOCTORAL MINOR

REQUIREMENTS

Doctoral students can obtain a minor in Folklore studies by taking three advanced-level (numbered 300 or above) folklore courses for a
total of 9 credits. Interested students should consult with the graduate coordinator mkmears@wisc.edu, and have the minor plan approved by the Program Leader of Folklore.

PEOPLE

Faculty: Professor Livorni (chair, also French and Italian); Associate Professor Livano; Assistant Professor Fielder; Lecturer Botero. Affiliate Faculty: Professors Adler (German, Nordic, and Slavic), Casid (Art History), Dharwadker (English), Garlough (Gender and Women's Studies), Gilmore (Landscape Architecture), Goodkin (French and Italian), Geyer (English), Kern (Asian Languages and Cultures), Longinovic (German, Nordic, and Slavic), Rosenblum (Jewish Studies), Valentine (Linguistics) Wells (English); Associate Professors Kapust (Political Science), Neyrat (English); Assistant Professor Grunewald (English), International Affiliate Faculty: Ramalho de Sousa Santos (University of Coimbra, Portugal). See also Faculty (http://cfis.wisc.edu/people/faculty/) on the department website.

GERMAN, DOCTORAL MINOR

REQUIREMENTS

The department offers an external doctoral minor. Doctoral students outside the department may obtain a minor in German by taking three graduate-level courses, at least two of them at the 600 level or above, for a total of 9 credits.

Interested students should consult with the graduate coordinator mkmears@wisc.edu, and have the minor plan approved by the chair.

PEOPLE

Faculty: Professors Chavez, Gross, Louden, Mani, Potter, and Vanderwal Taylor; Associate Professors Calomino, Eldridge, Klocke, and Moedersheim; Assistant Professors Li, Somers, Stern and Yudkoff; Faculty Associates Larson-Guenette and Schueller

GERMAN, M.A.

The graduate program in German is recognized internationally for its comprehensive coverage of German studies and the thorough preparation of candidates for its graduate degrees. The German program is consistently among the most highly rated in the country and is near the top of the list of North American institutions in number of total graduate degrees granted in German. Graduates teach in colleges and universities across the country and around the world, affirming the department's reputation and significance.

The department is the home of the quarterly Monatshefte (http://monatshefte.org/), founded in 1899 and one of the leading peer-reviewed international scholarly journals in the field of German literature and culture. The Journal of Germanic Linguistics (http://german.lss.wisc.edu/~sgl/journal.html), journal of the Society for Germanic Linguistics, is also produced in the department. In addition, the department provides an editorial home for Diachronica (http://benjamins.com/catalog/journals/dia/main/), an international journal covering all aspects of historical and comparative linguistics. The Max Kade Institute (http://mki.wisc.edu/) for German-American Studies, founded in 1983, is an international center for research on German-American history, language, and culture. Its research and outreach missions aim to provide better understanding of how German-speaking immigrants to this country helped shape their new environment and how they have been shaped by it. The Center for German and European Studies (http://daadcenter.wisc.edu/) (CGES), one of a handful of DAAD-sponsored centers in the US, is helping educate a new generation of experts on Germany and the new Europe across a wide variety of disciplines. It supports collaborative research and teaching of interdisciplinary and graduate seminars, and provides fellowships for graduate students interested in German and European studies.

The department offers a broadly inclusive and flexible curriculum in the entire range of medieval through contemporary literature and culture, a full spectrum of linguistics and philology, and a program in Dutch language, literature, and culture. The program is unsurpassed in comprehensive representation of the entire field of the study of German through individual faculty members' specializations and research publications, including: early modern and medieval studies; film and media studies; multicultural literature and cosmopolitanism; Gegenwartsliteratur; literary and cultural theory; Holocaust studies; poetics, stylistics, and narratology; 18th-century studies; literature in its sociocultural context; literary and cultural theory; Dutch literature and linguistics; historical and synchronic linguistics; applied linguistics, second language acquisition, and foreign language education. Offerings include interdisciplinary areas such as literature and other arts (especially image/text, visual culture, and literature/music), German-Americana, literature and philosophy, and German-Jewish relations.

Graduate students are encouraged to pursue inter- and multidisciplinary work beyond the Department of German in such areas as art history, communication arts/cinema, comparative literature, history, linguistics, musicology, Scandinavian studies, visual studies, and women and gender studies. The department cooperates closely with the interdepartmental programs in European studies, Medieval studies, Jewish studies, and Second Language Acquisition.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
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<tr>
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<td>January 2</td>
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<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
</tbody>
</table>
Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT)  n/a

Letters of Recommendation  Required 3

Applicants are expected to demonstrate a strong record of prior and potential academic achievement in addition to excellent German language skills. Applicants with a B.A. in German must have a cumulative undergraduate GPA of at least 3.0 (on a 4.0 scale) on the equivalent of the last 60 semester credits and a GPA of at least 3.50 in German courses beyond the second-year level. Students with an M.A. in German must have a GPA in graduate work of at least 3.7 on a 4.0 scale. In special cases, applicants who do not fulfill the above expectations may be admitted on probation.

All applicants must submit official transcripts of all university course work (or equivalents, including study abroad), list of courses in progress, Graduate Record Exam (GRE) scores, a personal statement explaining the reasons for graduate study, a current c.v. or resume, a writing sample in German (5–15 pages), and three letters of recommendation that evaluate previous study and potential for graduate study. International applicants must also provide TOEFL, MELAB, or IELTS scores, a financial statement form included with the application materials, and, if applying for a teaching assistantship, a ten-minute recording with a sample of the applicant’s spoken English.

Application to the UW–Madison Graduate School is an online procedure, with supporting documentation mailed to the Department of German. Applicants should contact the department early in the fall if they wish additional information. Visits to the UW–Madison campus are welcomed by faculty and graduate students.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Financial support is competitive. In general, the application deadline for financial support is January 2. Graduate applicants admitted to the program are eligible for a limited number of comprehensive multiyear financial guarantees. These include teaching and project assistantships as well as fellowships. In addition to university fellowships, the department may award a small number of distinguished fellowships, and offers a number of project assistantships, including research and editorial positions.
Other Grade Requirements

If a student’s GPA falls below 3.50 in any given semester, the cumulative average by the end of the following full-time semester must be 3.50.

The grade of C is considered unsatisfactory in the Department of German: it is not counted in fulfilling the course requirements and may not be offset by a grade of A or AB in another course.

An incomplete received in the Fall Semester must be removed by the end of the following summer session. An incomplete received in the Spring Semester must be removed by the end of the following Fall Semester. An incomplete received in the summer session must be removed within six months. Failure to meet these deadlines constitutes unsatisfactory progress.

Assessments and Examinations

Students entering the program at the M.A. level are required to take the Goethe Certificate C1 (German-language proficiency) during the first year of their studies.

At least one substantial course contribution written in German is required each year during the entire period of a student’s graduate coursework. This might be a paper or a lengthy take-home examination. If a student is taking only courses outside the department in a given year, the requirement will be waived for that year.

An M.A. examination with a written and oral component.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GERMAN 650</td>
<td>History of the German Language</td>
<td>3</td>
</tr>
<tr>
<td>GERMAN 720</td>
<td>College Teaching of German</td>
<td>1</td>
</tr>
<tr>
<td>GERMAN 722</td>
<td>Theory of Teaching German</td>
<td>2</td>
</tr>
<tr>
<td>GERMAN 612</td>
<td>German Literary Movements Since 1750</td>
<td></td>
</tr>
<tr>
<td>GERMAN 703</td>
<td>18th Century German Literature</td>
<td></td>
</tr>
<tr>
<td>GERMAN 708</td>
<td>19th Century German Literature</td>
<td></td>
</tr>
<tr>
<td>GERMAN 709</td>
<td>German Literature of the 20th and 21st Centuries</td>
<td></td>
</tr>
</tbody>
</table>

Select one of the following: 3

Two courses (6 cr) taken outside the department may count toward M.A. coursework.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Students are generally not allowed to count graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval students are allowed no more than 7 credits of coursework numbered 600 or above taken as a UW undergraduate. In no case will coursework be considered that was earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 600 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

Students admitted on probation must maintain a GPA of at least 3.50 in graduate work done during each of their first two full-time semesters or the equivalent at this university, otherwise they will be dropped from the program. After performing satisfactorily during the probation period, students are expected to perform as well as students granted admission in full standing.

ADVISOR / COMMITTEE

All incoming M.A. candidates are advised by the department graduate advisor (DGA) during the first year of study. M.A. candidates are expected to select (by mutual consent) their individual graduate advisor during the third semester of coursework. The individual graduate advisor is likely to be chair of the M.A. examination committee, the Ph.D. preliminary examination committee, and the dissertation committee.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

The M.A. examination must be completed by the end of the fourth semester in the German program.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:
The graduate program in German is recognized internationally for its comprehensive coverage of German studies and the thorough preparation of candidates for its graduate degrees. The German program is consistently among the most highly rated in the country and is near the top of the list of North American institutions in number of total graduate degrees granted in German. Graduates teach in colleges and universities across the country and around the world, affirming the department’s reputation and significance.

The department is the home of the quarterly Monatshefte (http://monatshefte.org/), founded in 1899 and one of the leading peer-reviewed international scholarly journals in the field of German literature and culture. The Journal of Germanic Linguistics (http://german.lss.wisc.edu/~sgl/journal.html), journal of the Society for Germanic Linguistics, is also produced in the department. In addition, the department provides an editorial home for Diachronica (http://benjamins.com/catalog/journals/dia/main/), an international journal covering all aspects of historical and comparative linguistics. The Max Kade Institute (http://mki.wisc.edu/) for German-American Studies, founded in 1983, is an international center for research on German-American history, language, and culture. Its research and outreach missions aim to provide better understanding of how German-speaking immigrants to this country helped shape their new environment and how they have been shaped by it. The Center for German and European Studies (http://daadcenter.wisc.edu/) (CGES), one of a handful of DAAD-sponsored centers in the US, is helping educate a new generation of experts on Germany and the new Europe across a wide variety of disciplines. It supports collaborative research and teaching of interdisciplinary and graduate seminars, and provides fellowships for graduate students interested in German and European studies.

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Funding

Graduate School Resources

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Program Resources

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Requirements

Minimum Graduate School Requirements

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

Major Requirements

Mode of Instruction

<table>
<thead>
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<th>Mode of Instruction Definitions</th>
</tr>
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<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW–Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
</tbody>
</table>
CURRICULAR REQUIREMENTS

Requirements Detail

| Minimum Credit Requirement | For students who earned an M.A. in German at UW-Madison: 69 credits (including the 30 credits for the M.A. earned in the department + 9 credits minimum for Ph.D. minor + 6 dissertator credits) |
| Minimum Residence Credit Requirement | 32 credits |
| Minimum Graduate Coursework Requirement | For students who earned an M.A. in German at UW-Madison: Half of the degree coursework, 35 credits out of 69 total credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the University’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle). This includes the 30 credits for the M.A. earned in the Department. For students entering with M.A. in German from another institution: Half of degree coursework (26 credits out of 51 total credits) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the University’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle). |

Overall | 3.5 GPA required for courses taken in the department; 3.00 GPA for work done in the minor. |

Other Grade Requirements | If a student’s GPA falls below 3.50 in any given semester, the cumulative average by the end of the following full-time semester must be 3.50. The grade of C is considered unsatisfactory in the Department of German: it is not counted in fulfilling the course requirements and may not be offset by a grade of A or AB in another course. An incomplete received in the fall semester must be removed by the end of the following summer session. An incomplete received in the spring semester must be removed by the end of the following fall semester. An incomplete received in the summer session must be removed within six months. Failure to meet these deadlines constitutes unsatisfactory progress.

Assessments and Examinations

Students must pass the Goethe Certificate C1 (German-language proficiency) before advancing to the doctoral preliminary exams.

At least one substantial course contribution written in German is required each year during the entire period of a student’s graduate coursework. This might be a paper or a lengthy take-home examination. If a student is taking only courses outside the department in a given year, the requirement will be waived for that year.

An oral preliminary examination and a dissertation proposal must be completed after all required Ph.D. coursework.

Language Requirements

In addition to German students must demonstrate reading knowledge in a second foreign language, equivalent to at least four semesters of college work in that language, before proceeding to the preliminary examination.

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a minor.

REQUIRED COURSES

Students who completed the M.A. in German (p. 884) at the UW-Madison must complete 8 additional graduate-level courses (24 credits; more courses/credits if one or two of the M.A. courses were taken outside the department);

Students who enter the Ph.D. program with an M.A. in German from elsewhere complete a minimum of 12 graduate-level course (36 cr), of which two (6 cr) may be transferred from previous work, if suitable, including the teaching assistant training program and its academic component (GERMAN 720 College Teaching of German/GERMAN 722 Theory of Teaching German).

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Students are generally not allowed to count graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison Undergraduate

No credits from a UW-Madison undergraduate degree are allowed to count toward the Ph.D. degree.

UW-Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 600 or above taken as a UW-Madison

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
University Special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

A semester GPA below 3.5 will result in the student being placed on academic probation. If a semester GPA of 3.5 is not attained during the subsequent semester, the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE
Students joining the program with an M.A. degree will either be advised by the department graduate advisor (DGA) and choose their individual advisor before the end of their second semester of coursework in consultation with the DGA, or be assigned an individual advisor when they enter the program. The individual advisor will be the chair of the Ph.D. preliminary examination committee and the dissertation committee.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Ph.D. candidates should take the two-hour oral preliminary examination no sooner than upon completion of the second semester of the Ph.D. coursework and may take it no later than three weeks after the beginning of the fifth full-time semester (or its equivalent) after the M.A.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosostudents.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosostudents.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Financial support is competitive. The applications deadline for financial support is January 15. Graduate applicants admitted to the program are eligible for a limited number of comprehensive multiyear financial guarantees. In addition to university fellowships, the department may award a small number of Distinguished Fellowships, and offers an unusually large and varied number of teaching and project assistantships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study.
3. Creates research and scholarship that makes a substantive contribution.
4. Communicates complex ideas in a clear and understandable manner.
5. Recognizes and practices principles of effective foreign language teaching and program coordination.
6. Has adequate German language skills to function effectively in a professional capacity consistent with a Ph.D. in the field.
7. Fosters ethical and professional conduct.
8. Functions well at professional conferences: presents research, engages in professional dialogue.

PEOPLE

Faculty: Professors Chavez, Gross, Louden, Mani, Potter, and Vanderwal Taylor; Associate Professors Calomino, Eldridge, Klocke, and Moedersheim; Assistant Professors Li, Somers, Stern, and Yudkoff; Faculty Associates Larson-Guenette and Schueller

RUSSIAN, DOCTORAL MINOR

REQUIREMENTS

Contact: Professor Irina Shevelenko (http://gns.wisc.edu/person/irina-shevelenko/)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required</td>
<td>At least 6 credits in 700- or 900-level Slavic courses in Russian literature.</td>
<td>6</td>
</tr>
<tr>
<td>Remaining Credits</td>
<td>400-level Slavic courses in Russian literature and up to one of the following:</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>SLAVIC 321 Fourth Year Russian I</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SLAVIC 322 Fourth Year Russian II</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SLAVIC 802 The Structure of Russian</td>
<td></td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>12</td>
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</tbody>
</table>

SCANDINAVIAN STUDIES, M.A.

Candidates for the master of arts in Scandinavian studies will specialize in one and only one of the following three fields: literature, philology, or area studies.

Scandinavian studies is in the oldest such department in the Americas, tracing its roots to 1875. Department faculty have received numerous awards and other marks of recognition for their teaching and scholarship. The department offers the master of arts and the doctor of philosophy in Scandinavian studies. A doctoral minor is also available. Graduate students must be fluent in one Scandinavian language and specialize in one particular area, but they may expect to gain a knowledge of the wider Nordic region during their studies. The program offers the possibility to attain a broad education in Scandinavian culture that has proven to be extremely useful in students’ professional careers. Students will become well-versed in theory and methodology as well as in cultural history. The department possesses particular strengths in Scandinavian literature, Old Norse philology, and Nordic folklore. Within these broader categories, students may pursue interests in such topics as mythology, Sámi studies, saints’ lives, modernism, sagas, gender criticism, immigration studies, national identity—to name only a few. Languages offered in the department include Danish, Finnish, Icelandic, Norwegian, Sámi, and Swedish. The department has an excellent record of placing its Ph.D. graduates in good positions in the field.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 2</td>
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<td>Required.</td>
</tr>
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<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
</tbody>
</table>
Other Test(s) (e.g., GMAT, MCAT) n/a
Letters of Recommendation Required 3

Applicants should have a B.A. degree from an approved institution, a major in a field of humanities or social studies, and an outstanding record. Applicants are expected to have preparation equivalent to an undergraduate major in Scandinavian studies at UW–Madison, and must either have taken three years of a Scandinavian language or must demonstrate (by examination) equivalent competence in one Scandinavian language or Finnish. A GPA of 3.25 (on a 4.0 scale) is required for admission; students with a GPA below 3.25 but above 3.00 may be considered for admission on probation. All applicants must submit Graduate Record Exam (GRE) scores.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The department has a number of scholarships, fellowships, teaching assistantships, and readerships at its disposal and makes a serious effort to provide qualified students with adequate financial assistance and teaching experience throughout their graduate careers.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
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</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
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<th>Requirements Detail</th>
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</thead>
<tbody>
<tr>
<td><strong>Minimum Credit Requirement</strong></td>
</tr>
<tr>
<td>Minimum 30 credits</td>
</tr>
<tr>
<td>Minimum 16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
</tr>
<tr>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
</tr>
<tr>
<td>3.25 GPA required. GPA of 3.0 or above may be considered for admission on probation.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
</tr>
<tr>
<td>No other requirements.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
</tr>
<tr>
<td>All M.A. tracks require a comprehensive written and oral examination.</td>
</tr>
<tr>
<td>Language Requirements</td>
</tr>
<tr>
<td>The literature and area studies tracks offer a thesis option.</td>
</tr>
<tr>
<td><strong>Required Courses</strong></td>
</tr>
<tr>
<td>Each track has specific course requirements to be met.</td>
</tr>
</tbody>
</table>

Literary and Cultural Studies Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 graduate degree credits, minimum.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Required Courses (15-17 credits)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCAND ST 401</td>
<td>Contemporary Scandinavian Languages</td>
<td>3</td>
</tr>
<tr>
<td>Select one of the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3-4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCAND ST/ MEDIEVAL 407</td>
<td>Introductory Old Norse</td>
<td></td>
</tr>
<tr>
<td>SCAND ST/ MEDIEVAL 430</td>
<td>The Vikings</td>
<td></td>
</tr>
</tbody>
</table>
Select one of the following: 3-4

**SCAND ST/ HIST 431**
The History of Scandinavia to 1815

**SCAND ST/ HIST 432**
The History of Scandinavia Since 1815

Select one of the following, depending on individual circumstances and determined in consultation with the graduate advisor (3 credits):

- **SCAND ST 901**
  Seminar in Special Topics

**SCAND ST 634**
The Survey of Scandinavian Literature: 1500-1800

**SCAND ST 635**
The Survey of Scandinavian Literature: 1800-1890

Select a course that includes professional development (3 credits):

- **SCAND ST 630**
  Fundamentals of Bibliography and Research

GNS 700 Graduate Seminar in Professional Development

Total credits: 15-17

Other recommended Courses:

**SCAND ST/ LITTRANS 435**
The Sagas of Icelanders in English Translation

**SCAND ST/ MEDIEVAL 407 & SCAND ST/ MEDIEVAL 408**
Introductory Old Norse and Intermediate Old Norse

**SCAND ST 410**
Introduction to Scandinavian Linguistics

Select one of the following: (3 credits)

- **SCAND ST 415**
The History of the Scandinavian Languages II: Standard Languages

**SCAND ST 510**
Topics in Scandinavian Linguistics

Select one of the following: (3 credits)

- **SCAND ST 496**
The Scandinavian Heritage in America

**SCAND ST/ MEDIEVAL 409**
Survey of Old Norse-Icelandic Literature

Select a course that includes professional development: (3 credits)

- **SCAND ST 630**
  Fundamentals of Bibliography and Research

GNS 700 Graduate Seminar in Professional Development

Total credits: 21

**SCAND ST/ FOLKLORE/ MEDIEVAL 446**
Celtic-Scandinavian Cultural Interrelations

**GERMAN/ MEDIEVAL 755**
Old Germanic Languages

**GERMAN 768**
Comparative and Historical Grammar of the Old Germanic Languages

**GERMAN 991**
Individual Research Linguistics and Germanic Philology

**ENGL/ MEDIEVAL 520**
Old English

**ENGL 417**
History of the English Language

**ENGL/HISTORY/ RELIG ST 360**
The Anglo-Saxons

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

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**Philology Track 1**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCAND ST 401</td>
<td>Contemporary Scandinavian Languages</td>
<td>3</td>
</tr>
</tbody>
</table>

The following are departmental guidelines for a philology specialization, though ultimately everything must be approved by the graduate advisor.

30 graduate credits, minimum.

Required courses (21 credits)

- **SCAND ST 401**
  Contemporary Scandinavian Languages

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
A course that includes professional development. (3 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCAND ST 630</td>
<td>Fundamentals of Bibliography and Research</td>
<td>3</td>
</tr>
</tbody>
</table>

GNS 700 Graduate Seminar in Professional Development

Four (4) courses agreed upon by the student and advisor; Courses need not be within the Scandinavian Studies program, but should be identified by the student and advisor during the first year of study. (12-16 credits)

Total credits: 24-29

Other recommended courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCAND ST 630</td>
<td>Fundamentals of Bibliography and Research</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST 630</td>
<td>History of Scandinavia to 1815</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST 630</td>
<td>History of Scandinavia Since 1815</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST 630</td>
<td>The Sagas of Icelanders in English Translation</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST 630</td>
<td>Scandinavian American Folklore</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST 630</td>
<td>Sami Culture, Yesterday and Today</td>
<td>4</td>
</tr>
<tr>
<td>SCAND ST 630</td>
<td>Kalevala and Finnish Folk-Lore</td>
<td>4</td>
</tr>
<tr>
<td>SCAND ST 630</td>
<td>Celtic-Scandinavian Cultural Interrelations</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST 630</td>
<td>The Scandinavian Heritage in America</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 352</td>
<td>Folklore of Wisconsin</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 352</td>
<td>Myth</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 451</td>
<td>The Supernatural in the Modern World</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 460</td>
<td>Folk Epics</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 460</td>
<td>Women and Politics in Popular Culture and Folklore</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 520</td>
<td>Ethnic Representations in Wisconsin</td>
<td>4</td>
</tr>
<tr>
<td>FOLKLORE 522</td>
<td>Digitally Documenting Everyday Communication</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 535</td>
<td>American Folk and Vernacular Music</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 539</td>
<td>The Folklore of Festivals and Celebrations</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 540</td>
<td>Local Culture and Identity in the Upper Midwest</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 364</td>
<td>History of American Art: Art, Material Culture, and Constructions of Identity, 1607-present</td>
<td>3-4</td>
</tr>
<tr>
<td>ART HIST 501</td>
<td>Introduction to Museum Studies I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL/HISTORY 352</td>
<td>The Anglo-Saxons</td>
<td>3</td>
</tr>
<tr>
<td>ENGL/MEDIEVAL 427</td>
<td>Chaucer’s Canterbury Tales</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 342</td>
<td>Geography of Wisconsin</td>
<td>3</td>
</tr>
<tr>
<td>GERMAN 650</td>
<td>History of the German Language</td>
<td>3</td>
</tr>
<tr>
<td>GERMAN/MEDIEVAL 651</td>
<td>Introduction to Middle High German</td>
<td>3</td>
</tr>
<tr>
<td>GERMAN/MEDIEVAL 755</td>
<td>Old Germanic Languages</td>
<td>3</td>
</tr>
<tr>
<td>HISTORY 359</td>
<td>History of Europe Since 1945</td>
<td>3-4</td>
</tr>
<tr>
<td>HISTORY 408</td>
<td>American Labor History: 1900-Present</td>
<td>3-4</td>
</tr>
<tr>
<td>HISTORY/SCAND ST 577</td>
<td>Contemporary Scandinavia: Politics and History</td>
<td>3-4</td>
</tr>
<tr>
<td>LAND ARC 677</td>
<td>Cultural Resource Preservation and Landscape History</td>
<td>3</td>
</tr>
<tr>
<td>LAND ARC/ANTHRO/</td>
<td>Dimensions of Material Culture</td>
<td>4</td>
</tr>
<tr>
<td>RELIG ST 352</td>
<td>Shamanism</td>
<td>3</td>
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1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW-Madison Undergraduate**

No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.

**UW-Madison University Special**

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW-Madison University Special student. Coursework earned five or more years prior to admission to a Master’s degree is not allowed to satisfy requirements.

**PROBATION**

If a student at any time fails to meet the above criteria for satisfactory progress, he/she is placed on probation. If, by the end of the following semester, progress has not been brought to a satisfactory level, a committee of three faculty members will be established to determine
whether any circumstance exists that prevent the dropping of the student from the program.

**ADVISOR / COMMITTEE**
In order to encourage progress toward the degree and to determine the status of a student’s program, the department requests an annual activities report from all continuing students to be submitted by the end of January. In the case of first-year students, this report will, of course, only cover work done during the fall semester. A copy of this report will be placed in the student’s permanent file. Students are expected to consult regularly on their progress with their advisor.

**CREDITS PER TERM ALLOWED**
15 credits

**TIME CONSTRAINTS**
The normal time for completing the requirements for the M.A. is three to four semesters, although more time can be allowed if a student is entering with deficiencies or has had teaching assistantships, which necessitate a lower credit load.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**
n/a

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**
1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in the field of study.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of study.
3. Demonstrates understanding of the primary field of study in a historical, social, or global context.
4. Selects and/or utilizes the most appropriate methodologies and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in the field of study.
6. Communicates clearly in ways appropriate to the field of study.
7. Possesses an advanced competency in a Nordic language and a serviceable master of an additional research language.
8. Recognizes and applies principles of ethical and professional conduct.

**PEOPLE**

**Faculty:** Professors Brantly, DuBois, and Wolf; Associate Professor Krouk; Assistant Professors Andersen, Roos, and Mier-Cruz; Faculty Associate Mellor

**SCANDINAVIAN STUDIES, PH.D.**
The Ph.D. degree is offered in the fields of literature, folklore, and philology. The basic requirements for all students entering the Ph.D. program correspond to the requirements for the M.A. degree in Scandinavian Studies with concentration in literature, area studies, or philology, as appropriate. Every incoming graduate student should consult with the general graduate advisor upon arrival at UW–Madison. They will discuss the student’s academic and career plans, and between them will decide which faculty member will most appropriately act as a committee chair.

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department possesses particular strengths in Scandinavian literature, Old Norse philology, and Nordic folklore. Within these broader categories, students may pursue interests in such topics as mythology, Sami studies, saints’ lives, modernism, sagas, gender criticism, immigration studies, national identity—to name only a few. Languages offered in the department include Danish, Finnish, Icelandic, Norwegian, Sami, and Swedish. The department has an excellent record of placing its Ph.D. graduates in good positions in the field.

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</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

Students applying directly for the Ph.D. program should have a related M.A. from this or another program. New Ph.D. students will be expected to acquire competencies equivalent to the M.A. in Scandinavian Studies, and this will be assessed at the time of the preliminary exam.

As in the case of admissions to the M.A. program, applicants should have a B.A. degree from an approved institution, a major in a field of humanities or social studies, and an outstanding record. Applicants are expected to have preparation equivalent to an undergraduate major in Scandinavian studies at UW–Madison, and must either have taken three years of a Scandinavian language or must demonstrate (by examination) equivalent competence in one Scandinavian language or Finnish. A GPA of 3.25 (on a 4.0 scale) is required for admission; students with a GPA below 3.25 but above 3.00 may be considered for admission on probation. All applicants must submit Graduate Record Exam (GRE) scores.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The department has a number of scholarships, fellowships, teaching assistantships, and readerships at its disposal and makes a serious effort to provide qualified students with adequate financial assistance and teaching experience throughout their graduate careers.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>51 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum Residence</td>
<td>32 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td></td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement

Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)).

Overall Graduate GPA Requirement

3.25 GPA required.

Other Grade Requirements

Ph.D. candidates should maintain a 3.5 GPA in all core curriculum courses.

Assessments and Examinations

All Ph.D. tracks require a comprehensive written and oral examination. All tracks require a dissertation.

Language Requirements

All tracks require an advanced competency in a modern Scandinavian language. If the modern Scandinavian Language is Finnish or Icelandic, a working knowledge of Norwegian, Swedish, or Danish is required.

For all tracks a minimal competency (e.g., ETS score of 525) in German and another research language approved by the department is required or advanced competency (e.g., and ETS score of 675) in German or another research language.

The philology track requires two semesters of Old Norse or its equivalent. For the literature track a competency in Old Norse is encouraged.

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a minor. All tracks require a doctoral minor of 10–12 credits taken in another field. These courses should be selected in consultation with the candidate’s advisor.

REQUERED COURSES

Each track has specific course requirements to be met.

**Literary and Cultural Studies Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCAND ST 401</td>
<td>Contemporary Scandinavian Languages</td>
<td>3</td>
</tr>
<tr>
<td>Select one of the following: (3-4 credits)</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>SCAND ST/ MEDIEVAL 407</td>
<td>Introductory Old Norse</td>
<td></td>
</tr>
<tr>
<td>SCAND ST/ MEDIEVAL 430</td>
<td>The Vikings</td>
<td></td>
</tr>
<tr>
<td>SCAND ST/ LITTRANS 435</td>
<td>The Sagas of Icelanders in English Translation</td>
<td></td>
</tr>
<tr>
<td>Select one of the following: (3-4 credits)</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>SCAND ST/ HISTORY 431</td>
<td>History of Scandinavia to 1815</td>
<td></td>
</tr>
<tr>
<td>SCAND ST/ HISTORY 432</td>
<td>History of Scandinavia Since 1815</td>
<td></td>
</tr>
<tr>
<td>SCAND ST/ HISTORY 577</td>
<td>Contemporary Scandinavia: Politics and History</td>
<td></td>
</tr>
<tr>
<td>Select one of the following, depending on individual circumstances and determined in consultation with the graduate advisor. (3 credits)</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST 901</td>
<td>Seminar in Special Topics</td>
<td></td>
</tr>
<tr>
<td>SCAND ST 634</td>
<td>Survey of Scandinavian Literature: 1500-1800</td>
<td></td>
</tr>
<tr>
<td>SCAND ST 635</td>
<td>Survey of Scandinavian Literature: 1800-1890</td>
<td></td>
</tr>
<tr>
<td>Select a course that includes professional development. (3 credits)</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST 630</td>
<td>Fundamentals of Bibliography and Research</td>
<td></td>
</tr>
<tr>
<td>GNS 700 Graduate Seminar in Professional Development</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Credits:</td>
<td></td>
<td>15-17</td>
</tr>
<tr>
<td>Other recommended courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCAND ST 419</td>
<td>Scandinavian Children’s Literature</td>
<td>4</td>
</tr>
<tr>
<td>SCAND ST 422</td>
<td>The Drama of Henrik Ibsen</td>
<td>4</td>
</tr>
<tr>
<td>SCAND ST 423</td>
<td>The Drama of August Strindberg</td>
<td>4</td>
</tr>
<tr>
<td>SCAND ST 424</td>
<td>Nineteenth-Century Scandinavian Fiction</td>
<td>3-4</td>
</tr>
<tr>
<td>SCAND ST 426</td>
<td>Kierkegaard and Scandinavian Literature</td>
<td>4</td>
</tr>
<tr>
<td>SCAND ST 427</td>
<td>Contemporary Scandinavian Literature</td>
<td>4</td>
</tr>
<tr>
<td>SCAND ST/ LITTRANS 428</td>
<td>Memory and Literature from Proust to Knausgard</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST 434</td>
<td>The Art of Isak Dinesen/Karen Blixen</td>
<td>4</td>
</tr>
<tr>
<td>SCAND ST/ FOLKLORE/ MEDIEVAL 446</td>
<td>Celtic-Scandinavian Cultural Interrelations</td>
<td></td>
</tr>
<tr>
<td>SCAND ST 450</td>
<td>Scandinavian Decadence in its European Context</td>
<td>3-4</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
Philology Track

The following are departmental guidelines for a philology specialization, though ultimately everything must be approved by the graduate advisor:

1. A minimum of 21 credits beyond the M.A. degree, including at least two seminars. In ordinary circumstances, graduate students entering the program with a B.A. will be required to take the M.A. before they can proceed to the Ph.D.

2. A Ph.D. minor of 10-12 credits in another field.

Required courses (if not already taken as part of the MA degree – 18 credits):

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCAND ST/</td>
<td>Introductory Old Norse</td>
<td>6</td>
</tr>
<tr>
<td>MEDIEVAL 407</td>
<td>and Intermediate Old Norse</td>
<td></td>
</tr>
<tr>
<td>&amp; SCAND ST/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MEDIEVAL 408</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCAND ST 511</td>
<td>Paleography and Philology - Old Norse</td>
<td>3</td>
</tr>
<tr>
<td>Select one of the following (3 credits):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCAND ST 415</td>
<td>History of the Scandinavian Languages II: Standard Languages</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST 510</td>
<td>Topics in Scandinavian Linguistics</td>
<td></td>
</tr>
<tr>
<td>SCAND ST/</td>
<td>Survey of Old Norse-Icelandic Literature</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 409</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Select a course that includes professional development (3 credits):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCAND ST 630</td>
<td>Fundamentals of Bibliography and Research</td>
<td>3</td>
</tr>
<tr>
<td>GNS 700 Graduate Seminar in Professional Development</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Credits:</td>
<td></td>
<td>18</td>
</tr>
</tbody>
</table>

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Folklore Track

The following are departmental guidelines for the Ph.D. in Folklore, though ultimately everything must be approved by the graduate advisor:

1. A minimum of 21 credits beyond the M.A. degree (16 in residence), including at least two seminars. In ordinary circumstances, graduate students entering the program with a B.A. will be required to take the M.A. before they can proceed to the Ph.D. In consultation with their advisors, graduate students should select a suite of courses that provide a detailed knowledge of the folklore of one Nordic culture and a general knowledge of Nordic folklore more generally, as well as a firm command of the folklore of Nordic Americans. Familiarity with the history, institutions and cultural history of the Nordic countries is fundamental to the degree.

2. A Ph.D. Option B minor of 10-12 credits in Folklore, including ONE of the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOLKLORE/L IS 490</td>
<td>Field Methods and the Public Presentation of Folklore</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 510</td>
<td>Folklore Theory</td>
<td>3</td>
</tr>
<tr>
<td>One course that includes professional development (3 credits):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCAND ST 630</td>
<td>Fundamentals of Bibliography and Research</td>
<td>3</td>
</tr>
<tr>
<td>GNS 700 Graduate Seminar in Professional Development</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Recommended Courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCAND ST/HISTORY 431</td>
<td>History of Scandinavia to 1815</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST/HISTORY 432</td>
<td>History of Scandinavia Since 1815</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST/LITTRANS 435</td>
<td>The Sagas of Icelanders in English Translation</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST/FOLKLORE 440</td>
<td>Scandinavian American Folklore</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST/FOLKLORE 443</td>
<td>Sami Culture, Yesterday and Today</td>
<td>4</td>
</tr>
<tr>
<td>SCAND ST/MEDIEVAL 444</td>
<td>Kalevala and Finnish Folk-Lore</td>
<td>4</td>
</tr>
<tr>
<td>SCAND ST/FOLKLORE/MEDIEVAL 446</td>
<td>Celtic-Scandinavian Cultural Interrelations</td>
<td>3</td>
</tr>
<tr>
<td>SCAND ST 496</td>
<td>The Scandinavian Heritage in America</td>
<td>3</td>
</tr>
<tr>
<td>Possible Courses of Interest:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FOLKLORE 320</td>
<td>Folklore of Wisconsin</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE/RELG ST 359</td>
<td>Myth</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 451</td>
<td>The Supernatural in the Modern World</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 460</td>
<td>Folk Epics</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE/GEN&amp;WS 467</td>
<td>Women and Politics in Popular Culture and Folklore</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE/ANTHRO 520</td>
<td>Ethnic Representations in Wisconsin</td>
<td>4</td>
</tr>
<tr>
<td>FOLKLORE/COM ARTS 522</td>
<td>Digitally Documenting Everyday Communication</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE/MUSIC 535</td>
<td>American Folk and Vernacular Music</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE/ANTHRO/MUSIC/THEATRE 539</td>
<td>The Folklore of Festivals and Celebrations</td>
<td>3</td>
</tr>
<tr>
<td>FOLKLORE 540</td>
<td>Local Culture and Identity in the Upper Midwest</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 364</td>
<td>History of American Art: Art, Material Culture, and Constructions of Identity, 1607-present</td>
<td>3-4</td>
</tr>
<tr>
<td>ART HIST 601</td>
<td>Introduction to Museum Studies I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL/HISTORY/RELG ST 360</td>
<td>The Anglo-Saxons</td>
<td>3</td>
</tr>
<tr>
<td>ENGL/MEDIEVAL 427</td>
<td>Chaucer’s Canterbury Tales</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 342</td>
<td>Geography of Wisconsin</td>
<td>3</td>
</tr>
<tr>
<td>GERMAN 650</td>
<td>History of the German Language</td>
<td>3</td>
</tr>
</tbody>
</table>
from the program.

whether any circumstance exists that prevent the dropping of the student
committee of three faculty members will be established to determine
semester, progress has not been brought to a satisfactory level, a
progress, he/she is placed on probation. If, by the end of the following
If a student at any time fails to meet the above criteria for satisfactory

PROBATION

credits of coursework numbered 300 or above taken as a UW–Madison
With program approval, students are allowed to count no more than 9
UW–Madison University Special
With program approval, students are allowed to count no more than 9
coursework earned ten years or more prior to admission to a doctoral degree is not
UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to
count toward the degree.

UW–Madison Undergraduate Special
With program approval, students are allowed to count no more than 9
coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

GRADUATE SCHOOL POLICIES

Prior Coursework
Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9
credits of graduate coursework from other institutions. Coursework
earned ten years or more prior to admission to a doctoral degree is not
UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to
count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 9
coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

Probation
If a student at any time fails to meet the above criteria for satisfactory
progress, he/she is placed on probation. If, by the end of the following
semester, progress has not been brought to a satisfactory level, a
committee of three faculty members will be established to determine
whether any circumstance exists that prevent the dropping of the student
from the program.

advisor / committee
In order to encourage progress toward the degree and to determine
the status of a student’s program, the department requests an annual
activities report from all continuing students to be submitted at the end
of January. In the case of first-year students, this report will, of course,
only cover work done during the fall semester. A copy of this report will be
placed in the student’s permanent file. Students are expected to consult
regularly on their progress with their advisor.

Credits Per Term Allowed
15 credits

Time Constraints
The normal time for completing the requirements for the Ph.D. is five
to seven semesters beyond the M.A., two of which, normally but not
necessarily, are spent in Scandinavia. Ph.D. candidates will spend the last
two to three semesters writing the dissertation.

A candidate for a doctoral degree who fails to take the final oral
examination and deposit the dissertation within five years after passing
the preliminary examination may be required to take another preliminary
examination and to be admitted to candidacy a second time. Requests
for exceptions, detailing special circumstances, should be submitted
to the graduate advisor, who will then determine whether to seek an
extension from the Graduate School.

Grievances and Appeals
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-
reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/
policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://
hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://
facstaffprovost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all
students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal
counseling and workplace consultation around communication and
conflict involving graduate assistants and other employees, post-
doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://
employeedisabilities.wisc.edu/) (for qualified employees or
applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any
level of review and for official appeals of program/departmental or
school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for concerns about
discrimination)
Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
2. Formulates ideas, concepts, and techniques beyond the current boundaries of knowledge within the field of study.
3. Creates research and scholarship that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of the field of study to society.
6. Communicates complex ideas in a clear and understandable manner.
7. Possesses an advanced competency in a Nordic language and a serviceable mastery of one or more research languages.
8. Fosters ethical and professional conduct.

PEOPLE

Faculty: Professors Brantly, DuBois, and Wolf; Associate Professor Krouk; Assistant Professors Andersen, Roos, and Mier-Cruz; Faculty Associate Mellor

SLAVIC LANGUAGES AND LITERATURES, DOCTORAL MINOR

REQUIREMENTS

Graduate students in other departments are invited to minor in the Slavic program, selecting from one of the following tracks.

MINOR TRACK IN POLISH

Contact: Professor Halina Filipowicz (http://gns.wisc.edu/person/halina-filipowicz/)

12 credits as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLAVIC 302</td>
<td>Zarys historii literatury polskiej</td>
<td>3</td>
</tr>
</tbody>
</table>

Other
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
2. Formulates ideas, concepts, and techniques beyond the current boundaries of knowledge within the field of study.
3. Creates research and scholarship that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of the field of study to society.
6. Communicates complex ideas in a clear and understandable manner.
7. Possesses an advanced competency in a Nordic language and a serviceable mastery of one or more research languages.
8. Fosters ethical and professional conduct.

PEOPLE

Faculty: Professors Danaher, Evans-Romaine, Filipowicz, Longinovic, Shevelenko, van de Water; Associate Professors Reynolds; Assistant Professor Zilbergerts; Faculty Associate Tumarkin

SLAVIC LANGUAGES AND LITERATURES, M.A.

Slavic languages and literature at the University of Wisconsin–Madison is a national leader of doctoral programs in the field, and welcomes students with a B.A./B.S. or M.A. who are interested in all areas of Russian and comparative Slavic prose, poetry, drama, and philosophy. The curriculum offers breadth and depth in a variety of areas of Slavic philology, literature, and culture, and is known for offering a balanced approach to training in teaching, writing, and research.

The program is fortunate to count among its faculty, specialists in Czech, Polish, Russian, and Serbo-Croatian languages, literature, and culture, award-winning authors and teachers, and members of editorial boards of leading journals and publication series. Information regarding faculty biographical sketches are available on the program website. In addition to their excellence in teaching and research, professors are unparalleled mentors to graduate students. Students work closely with faculty members on writing, teaching, and publishing. Graduate students are
expected to produce publishable articles during their graduate careers, and are provided the guidance and feedback to do so.

The department places high expectations on graduate students to achieve and maintain professional-level proficiency in the Russian language in all four modalities: speaking, writing, listening, and reading. All students who are not native speakers of Russian will be tested in those modalities—plus Russian grammar—when they enter the program, and periodically throughout their tenure. Appropriate competency must be demonstrated before receiving a teaching assistantship and before passing from M.A. to Ph.D. candidacy.

Graduate students in the program receive exceptional training in teaching both language and literature. The department has a thriving undergraduate program in Slavic languages with strong enrollments in language, literature and culture, providing many opportunities for teaching experience, working closely with master teachers among the faculty and academic staff. In addition to teaching assignments in first- through fourth-semester Russian language (and occasionally in other Slavic languages), as well as in the two-semester undergraduate survey of Russian literature course, the department has also instituted an apprenticeship program for adequately prepared graduate students in the teaching of advanced literature and language classes. The program’s graduate teaching assistants regularly win prestigious campus awards for their excellence in the classroom.

The Ph.D. program typically requires three years of coursework, including an introduction to literary theory and a methods course in the teaching of Slavic languages, as well as linguistics courses and the full range of Russian literary and cultural history. An M.A. is conferred after three or four semesters, when all master’s requirements are fulfilled. Students accepted to the Ph.D. program with an M.A. in Russian literature earned at another institution may choose to fulfill master’s requirements through the passing of a special qualifying examination. All Ph.D. students are also expected to choose a secondary area (minor) in addition to the major in Russian literature. Many choose to minor in a non-Russian Slavic language and literature (Polish or Serbo-Croatian). Other popular minors include English, history, communication arts, second language acquisition, comparative literature, linguistics, philosophy, folklore, and religious studies. The department also requires evidence of reading knowledge of a non-Russian Slavic language (Czech, Polish, or Serbo-Croatian) as well as of French or German before attaining dissertator status. More information regarding coursework may be found on the program website.

Students complete all requirements for dissertator status by the end of their seventh semester. The graduate program was recently revised, including the dissertation process, to allow for graduation with the Ph.D. in six to seven years from the B.A. Students who choose to take a leave of absence for language study may require a longer tenure.

Please note that the Slavic department does not typically award a terminal M.A. degree. Rather, the M.A. is earned as part of studies toward the Ph.D. (p. 903). Students who are admitted already holding an M.A. in Slavic from another institution are required to complete a qualifying exam no later than the first semester in residence, or to fulfill all UW-Madison M.A. requirements as well.

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### ADEMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 903)

### FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

Most students receive funding for multiple years in the form of fellowships, teaching assistantships or project assistantships. These positions include a stipend as well as tuition remission and a generous health plan. Additional hourly employment is also often available. See the program website (http://slavic.lss.wisc.edu/new_web/?q=node/271) and the Graduate School’s funding information page (http://grad.wisc.edu/studentfunding/) for more information.

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### MAJOR REQUIREMENTS

<table>
<thead>
<tr>
<th>MODE OF INSTRUCTION</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>66% of degree coursework (20 credits out of 30 total credits) must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.6 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B or above in all core curriculum coursework.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Passing grades (no lower than AB) on three of the program's six written Foundation examinations in the history of Russian literature (linked to courses SLAVIC 701 Survey of Old Russian Literature, SLAVIC 702 Eighteenth-Century Russian Literature, SLAVIC 703 Foundations in Russian Romanticism, SLAVIC 707 Foundations in Russian Realism (~1840-1890s), SLAVIC 708 Foundation in Russian Modernism (~1890s-1930s), SLAVIC 709 Foundation in Soviet, Emigre, and Post-Soviet Literature (~1930-present)); exams may be taken irrespective of enrollment in the courses.</td>
</tr>
</tbody>
</table>

Passing at least three out of five Russian language proficiency examinations in reading, writing, speaking, listening, and grammar. Passing level for the first four exams: Advanced Low on ACTFL scale; passing score for grammar test: 80%.

A Gateway exercise: the full faculty review of student’s progress to date and assessment of potential to succeed in the Ph.D. track is conducted upon the award of the M.A. At least one senior faculty member must express willingness ultimately to serve as dissertation advisor. Students who do not pass Gateway exercise may not continue for Ph.D.

Language Requirements For Russian language proficiency requirements see "Assessments and Examinations."

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLAVIC 800</td>
<td>Proseminar-Slavic Literature and Culture</td>
<td>1</td>
</tr>
</tbody>
</table>

Select at least two of the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLAVIC 801</td>
<td>Slavic Critical Theory and Practice</td>
</tr>
<tr>
<td>SLAVIC 802</td>
<td>The Structure of Russian</td>
</tr>
</tbody>
</table>

SLAVIC 803 Introduction to Old Church Slavonic and the History of Russian Literary Language

Two SLAVIC 900 3-credit courses (topics seminars)

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures ([https://grad.wisc.edu/acadpolicy/](https://grad.wisc.edu/acadpolicy/)) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Students are not allowed to count graduate coursework from other institution to fulfill degree requirements.

UW–Madison Undergraduate

With program approval, up to 7 credits numbered 700 and above taken in the Slavic program while pursuing a UW–Madison undergraduate degree are allowed to count toward the degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

A semester GPA below 3.25 will result in the student being placed on academic probation. If a semester GPA of 3.25 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE

All students meet with graduate advisor once a semester (in November and April) to discuss their progress and to plan their coursework for the subsequent semester.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.
LEARNING OUTCOMES

1. (Critical Thinking and Writing Skills) Demonstrate: analytic, interpretive, and critical thinking skills; knowledge of research protocols; and understanding of the specificity of the literary object as well as its historical and cultural context.

2. Develop broad knowledge of Russian literary history, the major writers and movements, from the origins to the present day. Demonstrate this knowledge in relation to periods and movements, courses in which are offered during their time in the program. These include: Old Russian Literature; 18th-Century Russian Literature; Romanticism (ca. 1790s to 1840s); Realism (ca. 1840s to 1890s); Modernism (ca. 1890s to 1920s); Soviet, Emigre, and Post-Soviet Periods (ca. 1930s to the present).

3. (Language proficiency) Demonstrate Advanced Russian language proficiency on the ACTFL (American Council on the Teaching of Foreign Languages) scale across three modalities (speaking, listening, reading, or writing). Demonstrate advanced knowledge of the structure of contemporary Russian.

4. Recognize and apply principles of ethical and professional conduct in the context of Slavic studies.

PEOPLE

Faculty: Professors Danaher, Evans-Romaine, Shevelenko, and van de Water; Associate Professor Reynolds; Assistant Professors Hanukai, Ospovat, Wodzynski, and Zilbergerts; Faculty Associates Tishler and Tumarkin

SLAVIC LANGUAGES AND LITERATURES, PH.D.

Slavic languages and literature at the University of Wisconsin—Madison is a national leader of doctoral programs in the field, and welcomes students with a B.A./B.S. or M.A. who are interested in all areas of Russian and comparative Slavic prose, poetry, drama, and philosophy. The curriculum offers breadth and depth in a variety of areas of Slavic philology, literature, and culture, and is known for offering a balanced approach to training in teaching, writing, and research.

The program is fortunate to count among its faculty, specialists in Czech, Polish, Russian, and Serbo-Croatian languages, literature, and culture, award-winning authors and teachers, and members of editorial boards of leading journals and publication series. Information regarding faculty biographical sketches are available on the program website. In addition to their excellence in teaching and research, professors are unparalleled mentors to graduate students. Students work closely with faculty members on writing, teaching, and publishing. Graduate students are expected to produce publishable articles during their graduate careers, and are provided the guidance and feedback to do so.

The department places high expectations on graduate students to achieve and maintain professional-level proficiency in the Russian language in all four modalities: speaking, writing, listening, and reading. All students who are not native speakers of Russian will be tested in those modalities—plus Russian grammar—when they enter the program, and periodically throughout their tenure. Appropriate competency must

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dos.office.wisc.edu/)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty, and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Students are typically admitted with four- to five-year funding guarantees contingent on satisfactory progress and ability to perform assigned responsibilities well. Funding packages combine fellowships, teaching assistantships and project assistantships at the level of at least 33.3%. All such positions include a stipend as well as tuition remission and a generous health plan. Funding beyond the initial guarantee period is often available for one or two years.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
be demonstrated before receiving a teaching assistantship and before passing from M.A. to Ph.D. candidacy.

Graduate students in the program receive exceptional training in teaching both language and literature. The department has a thriving undergraduate program in Slavic languages with strong enrollments in language, literature and culture, providing many opportunities for teaching experience, working closely with master teachers among the faculty and academic staff. In addition to teaching assignments in first- through fourth-semester Russian language (and occasionally in other Slavic languages), as well as in the two-semester undergraduate survey of Russian literature course, the department has also instituted an apprenticeship program for adequately prepared graduate students in the teaching of advanced literature and language classes. The program’s graduate teaching assistants regularly win prestigious campus awards for their excellence in the classroom.

The Ph.D. program typically requires three years of coursework, including an introduction to literary theory and a methods course in the teaching of Slavic languages, as well as linguistics courses and the full range of Russian literary and cultural history. An M.A. is conferred after three or four semesters, when all master's requirements are fulfilled. Students accepted to the Ph.D. program with an M.A. in Russian literature earned at another institution may choose to fulfill master's requirements through the passing of a special qualifying examination. All Ph.D. students are also expected to choose a secondary area (minor) in addition to the major in Russian literature. Many choose to minor in a non-Russian Slavic language and literature (Polish or Serbo-Croatian). Other popular minors include English, history, communication arts, second language acquisition, comparative literature, linguistics, philosophy, folklore, and religious studies. The department also requires evidence of reading knowledge of a non-Russian Slavic language (Czech, Polish, or Serbo-Croatian) as well as of French or German before attaining dissertator status. More information regarding coursework may be found on the program website.

Students complete all requirements for dissertator status by the end of their seventh semester. The graduate program was recently revised, including the dissertation process, to allow for graduation with the Ph.D. in six to seven years from the B.A. Students who choose to take a leave of absence for language study may require a longer tenure.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

**Requirements**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 2</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>January 2</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
</tbody>
</table>

**English Proficiency Test**

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements ([https://grad.wisc.edu/apply/requirements/#english-proficiency](https://grad.wisc.edu/apply/requirements/#english-proficiency)).

<table>
<thead>
<tr>
<th>Other Test(s) (e.g., GMAT, MCAT)</th>
<th>n/a</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

For admission to the graduate program, the Slavic department requires the equivalent of a B.A. degree in Russian and a GPA of at least 3.0 on a 4.0 scale. Students who have carried out graduate work at another institution must have a graduate GPA of 3.25. Official GRE and TOEFL (where applicable) scores are required. Experience has shown that students who have spent at least a semester studying in Russia are best prepared to carry on graduate-level study in Russian. Students who are admitted with deficiencies, especially in Russian, are required to make up such deficiencies.

Note that we do not ordinarily admit students seeking a terminal M.A. Prospective students who are interested in a terminal master's degree are encouraged to consider the interdisciplinary master's degree in Russian, East European, and Central Asian Studies (REECAS) through the Center for Russia, Eastern Europe and Central Asia (CREECA).

Applications for admission to the graduate program in Russian literature are accepted at any time, but only complete applications received by January 2 will be considered for fellowships and other forms of funding for the following fall semester. More information regarding graduate program admission may be found on the program website ([http://slavic.lss.wisc.edu/new_web/?q=node/266](http://slavic.lss.wisc.edu/new_web/?q=node/266)).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Most students receive funding for multiple years in the form of fellowships, teaching assistantships or project assistantships. These positions include a stipend as well as tuition remission and a generous health plan. Additional hourly employment is also often available. See the program website ([http://slavic.lss.wisc.edu/new_web/?q=node/271](http://slavic.lss.wisc.edu/new_web/?q=node/271)) and the Graduate School’s funding information page ([http://grad.wisc.edu/studentfunding/](http://grad.wisc.edu/studentfunding/)) for more information.
MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW–Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credit (including Master’s credits, but excluding dissertator credits)</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>51 credit (including master’s credits, but excluding dissertator credits)</td>
</tr>
<tr>
<td>For students who completed their M.A. degree at another institution and who confirmed their M.A. degree in the department by passing a qualifying examination during their first semester of study: 36 credits (excluding dissertator credits).</td>
<td></td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>66% of degree coursework (34 credits out of 51 total credits) must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.6 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students should maintain a 3.6 GPA in all core curriculum courses and may not have any more than two Incompletes on their record at any one time.</td>
</tr>
</tbody>
</table>

Assessments and Examinations

Passing grades (no lower than AB) on all six written Foundation examinations in the history of Russian literature by the end of the sixth semester of coursework, counting from the start of M.A. program (see M.A. requirements for details). For students admitted with M.A. degree same requirements need to be fulfilled by the end of their fourth semester.

Passing all five Russian language proficiency examinations (see M.A. requirements for details) by the end of the sixth semester (end of the fourth semester for students admitted with M.A. degree).

Review of a capstone dossier (all six Foundation examinations and two major seminar papers) by the graduate faculty in the beginning of the seventh semester in the program (fifth semester for students admitted with M.A. degree).

Passing oral examination (defense of a dissertation proposal) by the end of the seventh semester in the program (fifth semester for students admitted with M.A. degree).


Language Requirements

For Russian language proficiency requirements see "Assessments and Examinations."

Reading knowledge of French or German must be demonstrated through examination.

Reading knowledge of a second Slavic language (Polish, Czech, or Serbo-Croatian) must be demonstrated through coursework (a minimum of two semesters of intensive instruction in Polish, Czech, or Serbo-Croatian) or examination.

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a minor.

REQUIRED COURSES

In addition to courses taken toward the M.A. (p. 901):

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLAVIC 803</td>
<td>Introduction to Old Church Slavonic and the History of Russian Literary Language</td>
<td>2</td>
</tr>
</tbody>
</table>

Select one of the following (see M.A. requirements):

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLAVIC 801</td>
<td>Slavic Critical Theory and Practice</td>
</tr>
<tr>
<td>SLAVIC 802</td>
<td>The Structure of Russian</td>
</tr>
<tr>
<td>SLAVIC 804</td>
<td>Methods of Teaching Slavic Languages</td>
</tr>
</tbody>
</table>

Select one SLAVIC 900 3-credit course (topics seminar)

Students admitted with M.A. degree from another institution take three SLAVIC 900 Seminar: Slavic Literature and Culture 3-credit topics seminars; SLAVIC 800 Proseminar-Slavic Literature and Culture and SLAVIC 804 Methods of Teaching Slavic Languages; and SLAVIC 801 Slavic Critical Theory and Practice, SLAVIC 802 The Structure of Russian, SLAVIC 803 Introduction to Old Church Slavonic and the History of
Russian Literary Language—unless they can test out by demonstrating competence in respective areas based on passed graduate coursework.

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior Coursework

Graduate Work from Other Institutions

Students are generally not allowed to count graduate coursework from other institution to fulfill degree requirements. Exceptions are students who are admitted to pursue a Ph.D. degree after completing their M.A. degree at another institution, and who confirmed their M.A. degree in the department by passing a qualifying examination. For such students, up to 15 credits of M.A. coursework counts toward Ph.D. degree requirements. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison Undergraduate

With program approval, up to 7 credits numbered 700 and above taken in the Slavic department while pursuing a UW-Madison undergraduate degree are allowed to count toward the degree. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW-Madison special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

Probation

A semester GPA below 3.25 will result in the student being placed on academic probation. If a semester GPA of 3.25 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School.

Advisor / Committee

Prior to being admitted to candidacy, all students meet with graduate advisor once a semester (in November and April) to discuss their progress and to plan their coursework for the subsequent semester.

No later than by the end of their sixth semester students choose their dissertation advisor.

After being admitted to candidacy, all students are required to submit brief written yearly progress reports to their thesis committee by the end of January.

Credits Per Term Allowed

15 credits

Time Constraints

Students must fulfill all coursework requirements and pass oral examination by the end of the seventh semester in the program (fifth semester for students admitted with M.A. degree).

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may require to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Grievances and Appeals

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dozo.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://dozo.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

Other

Students are typically admitted with four- to five-year funding guarantees contingent on satisfactory progress and ability to perform assigned responsibilities well. Funding packages combine fellowships, teaching assistantships and project assistantships at the level of at least 33.3%.
All such positions include a stipend as well as tuition remission and a generous health plan. Funding beyond the initial guarantee period is often available for one or two years.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. (Critical Thinking and Writing Skills) Demonstrate: analytic, interpretative, and critical thinking skills; knowledge of research protocols; and understanding of the specificity of the literary object as well as its historical and cultural context.

2. (Literature) Develop comprehensive knowledge of Russian literary history, the major writers and movements, from the origins to the present day. Demonstrate this knowledge in relation to the following periods and movements: Old Russian Literature; 18th-Century Russian Literature; Romanticism (ca. 1790s to 1840s); Realism (ca. 1840s to 1890s); Modernism (ca. 1890s to 1920s); Soviet, Emigre, and Post-Soviet Periods (ca. 1930s to the present).

3. (Language proficiency) Demonstrate Advanced Russian language proficiency on the ACTFL (American Council on the Teaching of Foreign Languages) scale across all modalities (speaking, listening, reading, writing). Demonstrate advanced knowledge of the structure of contemporary Russian. Develop, at minimum, reading proficiency in languages essential for research in the field, including a second Slavic language and either French or German.

4. (Ph.D. Minor) Demonstrate intellectual breadth and the ability to synthesize cross-cultural and interdisciplinary perspectives through the completion of a doctoral minor.

5. (Ph.D. Dissertation) A successful Ph.D. candidate will have written a dissertation that synthesizes knowledge of relevant disciplines and develops it to create an original contribution to scholarship. The candidate will be able to present the results of her or his research both to experts in the field as well as to a wider public.

6. (Teacher-Trainer) Demonstrate, both in theory and through instructional practice, foundational knowledge of second-language teaching, including the concepts of proficiency-oriented instruction and communicative language teaching; principles behind the design, integration, and delivery of classroom instruction and appropriate assessment instruments for all four modalities (speaking, listening, reading, writing), structure, and culture.

7. Recognize, apply, and foster principles of ethical and professional conduct in the context of Slavic studies.

PEOPLE

Faculty: Professors Danaher, Evans-Romaine, Shevelenko, van de Water; Associate Professor Reynolds; Assistant Professors Hanukai, Ospovat, Wodzynski, Zilbergerts; Faculty Associate Tumarkin

GRADUATE - SCHOOL-WIDE

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Biophysics, Doctoral Minor (p. 907)
- Biophysics, M.S. (p. 909)
- Biophysics, Ph.D. (p. 913)
- Cellular and Molecular Biology, M.S. (p. 917)
- Cellular and Molecular Biology, Ph.D. (p. 921)
- Distributed, Doctoral Minor (p. 926)
- Special Graduate Committee, M.A. (p. 926)
- Special Graduate Committee, M.S. (p. 927)
- Special Graduate Committee, Ph.D. (p. 928)

BIOPHYSICS, DOCTORAL MINOR

Students enrolled in a UW–Madison doctoral program can pursue a doctoral minor in biophysics. The doctoral minor offers substantial training in biophysics. A doctoral minor in biophysics can serve as supplement to training in a broad range of disciplines in which physics, physical chemistry, biology, and medicine intersect. The biophysics minor will give students a rigorous understanding of quantitative approaches to physical and chemical problems in the life sciences. Course offerings that provide pedagogical instruction to biophysics students serve as the basis for the biophysics minor.

REQUIREMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM/ BIOCHEM 665</td>
<td>Biophysical Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 668</td>
<td>Biophysical Spectroscopy</td>
<td>2-3</td>
</tr>
</tbody>
</table>

Elective Course

Students choose one or more of the following or any course used to satisfy elective requirements for the Biophysics Ph.D.:

- BIOCHEM 601 Protein and Enzyme Structure and Function
- BIOCHEM/ GENETICS/ MICROBIO 612 Prokaryotic Molecular Biology
- BIOCHEM/ GENETICS/ MD GENET 620 Eukaryotic Molecular Biology
- NTP/ NEURODPT 610 Cellular and Molecular Neuroscience

Total Credits 9-10
### PEOPLE

#### FACULTY

Chair: Dr. Alessandro Senes (Biochemistry) Website (https://biochem.wisc.edu/faculty/senes/)

Paul Ahlquist (Oncology) Website (https://mcardle.wisc.edu/who-we-are/mcardle-faculty/paul-g-ahlquist-phd/)

Tom Brunold (Chemistry) Website (http://brunold.chem.wisc.edu/)

Andrew Buller (Chemistry) Website (https://www.chem.wisc.edu/users/abuller/)

Mark Burkard (Medicine) Website (https://www.medicine.wisc.edu/people-search/people/staff/703/Burkard_Mark/)

Judith Burstyn (Chemistry) Website (http://burstyn.chem.wisc.edu/)

Karina Burton (Bacteriology) Website (https://burstynlab.bact.wisc.edu/)

Sam Butcher (Biochemistry) Website (https://biochem.wisc.edu/faculty/butcher/)

Silvia Cavangero (Chemistry) Website (http://cavangero.chem.wisc.edu/)

Baron Chanda (Neuroscience) Website (http://bclab.neuro.wisc.edu/)

Ed Chapman (Neuroscience) Website (https://chapman.neuro.wisc.edu/)

Josh Coon (Chemistry) Website (https://www.chem.wisc.edu/users/jcoon/)

Gheorghe Craciun (Mathematics) Website (http://www.math.wisc.edu/~craciun/)

Cindy Czajkowski (Neuroscience) Website (https://neuro.wisc.edu/staff/czajkowski-cynthia/)

Katrina Forest (Bacteriology) Website (https://bact.wisc.edu/people_profile.php?r=3&d=kforres1)

Brian Fox (Biochemistry) Website (https://biochem.wisc.edu/faculty/fox/default.aspx)

Sam Gellman (Chemistry) Website (http://gellman.chem.wisc.edu/)

Pupa Gilbert (Physics) Website (https://home.physics.wisc.edu/gilbert/)

Randy Goldsmith (Chemistry) Website (https://goldsmith.chem.wisc.edu/)

Jeff Hardin (Zoology) Website (http://worms.zoology.wisc.edu/)

Katie Henzler-Wildman (Biochemistry) Website (https://biochem.wisc.edu/faculty/henzler-wildman/)

Hazel Holden (Biochemistry) Website (https://biochem.wisc.edu/faculty/holden/default.aspx)

Aaron Hoskins (Biochemistry) Website (https://biochem.wisc.edu/faculty/hoskins/default.aspx)

Meyer Jackson (Neuroscience Department) Website (https://neuro.wisc.edu/staff/jackson-meyer/)

Matthew Jones (Neuroscience) Website (https://neuro.wisc.edu/staff/jones-mathew-2/)

Jim Keck (Biomolecular Chemistry) Website (https://bomolchem.wisc.edu/staff/keck-james/)

Bob Landick (Biochemistry) Website (https://landick.wisc.edu/)

John Markley (Biochemistry) Website (https://biochem.wisc.edu/faculty/markeley/)

Megan McClean (Biomedical Engineering) Website (http://mccleanlab.bme.wisc.edu/)

Matthew Merrins (Biomolecular Chemistry) Website (https://bomolchem.wisc.edu/staff/merrins-matthew/)

Julie Mitchell (Mathematics) Website (https://biochem.wisc.edu/faculty/mitchell/default.aspx)

Regina Murphy (Chemical and Biological Engineering) Website (http://murphygroup.che.wisc.edu/)

Jacob Notbohm (Engineering Physics) Website (http://notbohm.ep.wisc.edu/)

Vatsan Raman (Biochemistry) Website (https://biochem.wisc.edu/faculty/raman/)

Ivan Rayment (Biochemistry) Website (https://biochem.wisc.edu/faculty/rayment/default.aspx)

Tom Record (Biochemistry) Website (https://biochem.wisc.edu/faculty/record/)

Gail Robertson (Neuroscience) Website (https://neuro.wisc.edu/staff/robertson-gail/)

Phil Romero (Biochemistry) Website (https://biochem.wisc.edu/faculty/romero/)

Subhrojit Roy (Pathology and Laboratory Medicine) Website (https://pathology.wisc.edu/staff/roy-subhrojit/)

Kris Saha (Biomedical Engineering) Website (http://sahalab.bme.wisc.edu/)

David Schwartz (Chemistry) Website (https://www.chem.wisc.edu/users/schwartz/)

Nate Sherer (Oncology) Website (https://mcardle.wisc.edu/who-we-are/faculty/nathan-m-sherer-phd/)

Raunak Sinha (Neuroscience) Website (https://neuro.wisc.edu/staff/sinha-raunak/)

Melissa Skala (Biomedical Engineering) Website (https://morgridge.org/research/medical-engineering/multiscale-imaging/)

Lloyd Smith (Chemistry) Website (https://www.chem.wisc.edu/users/smith/)

Aussie Suzuki (Oncology) Website (https://cancerbiology.wisc.edu/staff/suzuki-phd-aussie/)
Reid Van Lehn (Chemical and Biological Engineering) Website (http://vanlehn.group.che.wisc.edu/)

Ophelia Venturelli (Biochemistry) Website (https://biochem.wisc.edu/faculty/venturelli/)

Doug Weibel (Biochemistry) Website (https://biochem.wisc.edu/faculty/weibel/default.aspx)

Yongna Xing (Oncology); Website (https://mcardle.wisc.edu/who-we-are/mcardle-faculty/yongna-xing-phd/)

John Yin (Chemical and Biological Engineering) Website (https://yin.discovery.wisc.edu/)

Martin Zanni (Chemistry) Website (https://zanni.chem.wisc.edu/)

BIOPHYSICS, M.S.

Students are not admitted into the Biophysics Program for a terminal master’s degree. However, a master’s degree is officially offered. For more information, see the Biophysics Handbook (http://www.biophysics.wisc.edu/handbook/).

The doctor of philosophy degree with a major in biophysics is an interdepartmental offering under the supervision of the biophysics program committee. The biophysics degree is intended for those who wish to emphasize physical principles and methods in solving biological problems. By necessity, the interdisciplinary nature of biophysics generates interaction among, and expands the boundaries of, traditional areas of science. Persons with strong training in biophysics can be expected to be major innovators and contributors in research and applied technology. Biophysics graduates pursue careers in academic, industrial, and government research, and in teaching and administration.

The biophysics program consists of 44 faculty members from 14 departments that span four colleges within the university. State-of-the-art facilities are available within the biophysics program for research in x-ray crystallography, nuclear magnetic-resonance spectroscopy, electron resonance spectroscopy, fluorescence spectroscopy, microscopy and imaging, and computational chemistry. Graduate students in biophysics can choose from an expansive range of research topics including, but not limited to, biomolecular structure and function interactions, protein engineering and biotechnology, virus structure and function, enzyme catalysis and kinetics, membranes, neurochemistry, and electrophysiology.

The program is flexible in its formal course requirements and emphasizes excellence in research. The candidate is encouraged to begin research as quickly as possible, since it is research experience that brings focus and meaning to classroom studies, and research progress that empowers critical judgment and self-confidence for independent work. To enhance self-confidence, students are expected to participate in weekly seminars and to present a seminar.

Financial assistance is available to support qualified graduate students throughout their graduate studies. Types of graduate appointments that may be awarded include research assistantships, fellowships, and traineeships. The stipends awarded provide financial support to students during their graduate work, permitting them to devote their efforts to coursework and research. In recognition of the leadership provided by scientists and researchers at University of Wisconsin–Madison, the National Institutes of Health (NIH) have funded a predoctoral training grant in molecular biophysics for the past consecutive 20 years.

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (p. 913).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum 30 credits

Credit Requirement
Minimum Residence Credit Requirement: 16 credits

Minimum Graduate Coursework Requirement:
- Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework;
- courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements:
- Any grade of BC or lower will not count toward the Biophysics core course requirement. If a student receives a BC or lower, the student must repeat the course in order to receive a higher grade. The student may also substitute to course for an alternate core course with approval from the Biophysics Steering Committee.

Assessments and Examinations:
- Students take two rounds of exams in order to achieve dissertator status. At the end of students’ second year, they are required to take their written preliminary exam.
- Once this exam is passed, students must take their preliminary exam by the end of their third year.

Language Requirements:
- No language requirements.

REQUIRED COURSES

Students must take the same courses as required for the biophysics Ph.D.:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOCHEM/GENETICS/ MD GENET 620</td>
<td>Eukaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>Neuroscience</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NTP/NEURODPT 610</td>
<td>Cellular and Molecular Neuroscience</td>
<td></td>
</tr>
<tr>
<td>Spectroscopy/Microscopy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B M E/MED PHYS/ PHMCOL-M/ PHYSICS/ RADIOL 619</td>
<td>Microscopy of Life</td>
<td></td>
</tr>
<tr>
<td>Additional Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 729</td>
<td>Advanced Topics (Ethics)</td>
<td>1-3</td>
</tr>
<tr>
<td>CHEM/BIOCHEM 872</td>
<td>Selected Topics in Macromolecular and Biophysical Chemistry</td>
<td>1-3</td>
</tr>
<tr>
<td>990 Seminar</td>
<td></td>
<td>4</td>
</tr>
</tbody>
</table>

1. Because CHEM 668 Biophysical Spectroscopy is only offered every other year, students will be advised upon joining the program in which semester they must complete the course.

2. Students are also required to take an ethics course that covers all of the items considered necessary by the NIH for ethical and professional scientific training. It is strongly recommended that students take the ethics course during their first year. The recommended ethics course is: BIOCHEM 729 Advanced Topics. The Biophysics Program also conducts a mandatory ethics refresher seminar for all students that is held at the end of every spring semester.

3. Additionally, students are required to participate in seminar courses for the duration of their studies. Initially, all students are required to enroll in CHEM/BIOCHEM 872 Selected Topics in Macromolecular and Biophysical Chemistry for both fall and spring semesters. Once a student has successfully achieved dissertator status, they are eligible to enroll in alternative seminars with permission from the program.

4. Finally, all students are expected to register for 990 research credits every semester. These are the courses in which students will be conducting their independent research. First semester students will register for 990 research credits in the department of the Biophysics Program Chair, Meyer Jackson. Once a thesis lab is chosen, these credits will be conducted in the thesis advisor’s home department.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework
earned more than two years prior to admission to the doctoral degree is not allowed to satisfy requirements. No admissions are made into the master’s program.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned more than two years prior to admission to the doctoral degree is not allowed to satisfy requirements. No admissions are made into the master’s program.

**PROBATION**

If students fall below the 3.00 GPA program requirement or have incomplete grades, the biophysics program follows the Graduate School’s policy of satisfactory/unsatisfactory progress. This could result in academic probation or suspension.

**ADVISOR / COMMITTEE**

All students are required to have an advisor by the end of their first semester in the program. Thesis committees must be formed prior to their preliminary exam. The committee consists of at least four other faculty members and the student’s advisor. After gaining dissertator status, students are required to hold yearly progress report meetings with their committee until graduation.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances.

**OTHER**

Fall semester enrollment only. First semester, program-sponsored lab rotations lead to thesis lab selection and research assistantship through the thesis advisor.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in the field of study.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of study.
3. Understands the primary field of study in a historical, social or global context.
4. Selects and/or utilizes the most appropriate methodologies and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in the field of study.
6. Communicates clearly in ways appropriate to the field of study.
7. Recognizes and applies principles of ethical conduct.

**PEOPLE**

**FACULTY**

Chair: Dr. Alessandro Senes (Biochemistry) Website (https://biochem.wisc.edu/faculty/senes/)

Paul Ahlquist (Oncology) Website (https://mcardle.wisc.edu/who-we-are/mcardle-faculty/paul-g-ahlquist-phd/)

Tom Brunold (Chemistry) Website (http://brunold.chem.wisc.edu/)

Andrew Buller (Chemistry) Website (https://www.chem.wisc.edu/users/abuller/)
BIOPHYSICS, PH.D.

The doctor of philosophy degree with a major in biophysics is an interdepartmental offering under the supervision of the Biophysics Graduate Degree Program. The biophysics degree is intended for those who wish to emphasize physical principles and methods in solving biological problems. By necessity, the interdisciplinary nature of biophysics generates interaction among, and expands the boundaries of, traditional areas of science. Persons with strong training in biophysics can be expected to be major innovators and contributors in research and applied technology. Biophysics graduates pursue careers in academic, industrial, and government research, and in teaching and administration.

The Biophysics Program consists of approximately 45 faculty members from 14 departments that span four colleges within the university. State-of-the-art facilities are available within the Biophysics Program for research in x-ray crystallography, nuclear magnetic-resonance spectroscopy, electron resonance spectroscopy, fluorescence spectroscopy, microscopy and imaging, and computational chemistry. Graduate students in biophysics can choose from an expansive range of research topics including, but not limited to, biomolecular structure and function interactions, protein engineering and biotechnology, virus structure and function, enzyme catalysis and kinetics, membranes, neurochemistry, and electrophysiology.

The program is flexible in its formal course requirements and emphasizes excellence in research. The candidate is encouraged to begin research as quickly as possible, since it is research experience that brings focus and meaning to classroom studies, and research progress that empowers critical judgment and self-confidence for independent work. To enhance self-confidence, students are expected to participate in weekly seminars and to present a seminar.

Financial assistance is available to support qualified graduate students throughout their graduate studies. Types of graduate appointments that may be awarded include research assistantships, fellowships, and traineeships. The stipends awarded provide financial support to students during their graduate work, permitting them to devote their efforts to coursework and research. In recognition of the leadership provided by scientists and researchers at University of Wisconsin—Madison, the National Institutes of Health (NIH) have funded a predoctoral training grant in molecular biophysics for the past consecutive 20 years.

For more information, see the Biophysics Handbook (http://www.biophysics.wisc.edu/handbook/).

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
</tbody>
</table>

Summer Deadline: The program does not admit in the summer.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Undergraduate preparation for the Biophysics Program can vary widely and will be evaluated by the admissions committee on an individual basis. Most applicants have taken courses in general, organic, and physical chemistry; introductory physics; cell and/or molecular biology; calculus through differential equations; and computer sciences. Students can generally make up any deficiencies in their undergraduate background within the first year of graduate study through a broad and flexible course curriculum. The normal undergraduate course prerequisites are:

- two semesters of physics with calculus
- two semesters of calculus
- two semesters of organic chemistry
- one semester of physical chemistry
- one semester of computer sciences
- one semester of statistics
- introduction to biology

Exceptions to these requirements may be granted for incoming biophysics graduate students who otherwise have strong undergraduate training in physics, mathematics, computer sciences, biology, chemistry, or other fields related to biophysics. In such cases, each missing required course will be counted as a deficiency that the student must correct by obtaining a passing grade in an equivalent undergraduate or graduate course taken within the first two years of graduate study.

In addition, it is recommended for entering graduate students to have taken undergraduate courses in general biochemistry; general genetics and/or molecular biology; and biophysical chemistry. Students who have not taken courses in these subjects will be expected to do so as part of their formal graduate coursework.

Admission to the biophysics Ph.D. program is highly competitive. A committee of biophysics faculty trainers reviews each application and invites selected students for personal interviews in February. Outstanding international students will be offered video-conferencing interviews with members of the admissions committee. Final admissions decisions are made after all interviews are completed. An application for admission consists of:

1. A resume or CV

2. A personal statement that discusses a candidate's reasoning for pursuing a biophysics Ph.D. What initially drew you to the field? How will earning a Ph.D. help you accomplish your goals?
3. An official transcript of coursework from all undergraduate institutions attended

4. Three or more letters of recommendation

5. A report, if submitting, from the Educational Testing Service of scores received on the GRE General Test

6. A report, if appropriate, of scores received on the TOEFL English language proficiency exam or an appropriate alternative (IELTS, MELAB)

The admissions committee highly weighs the personal statement and letters of recommendation when reviewing applicants. GPA values are evaluated to ensure they meet minimum graduate school requirements (https://grad.wisc.edu/apply/requirements/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The Biophysics Graduate Degree Program offers stipends in the form of traineeships or research assistantships to all Ph.D. candidates, and assists those with outstanding records in competing for University and national awards (fellowships). The program guarantees a full stipend ($27,000 for 2017–18) for all its Ph.D. candidates who remain in good standing in the program. In addition to the stipend, all students receive tuition remission and are eligible for comprehensive health insurance.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Any grade of BC or lower will not count toward the Biophysics core course requirement. If a student receives a BC or lower, the student must repeat the course in order to receive a higher grade.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Students take two rounds of exams in order to achieve dissertator status. At the end of students’ second year, they are required to take their written preliminary exam. Once this exam is passed, students must take their oral preliminary exam by the end of their third year.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>No minor required.</td>
</tr>
</tbody>
</table>

Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOCHEM/ CHEM 665</td>
<td>Biophysical Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 668</td>
<td>Biophysical Spectroscopy</td>
<td>2-3</td>
</tr>
</tbody>
</table>

Students must take at least 2 additional classes from different categories from the following list of classes (alternative classes may be substituted with approval from the Biophysics Program Steering Committee):

**Structure**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOCHEM 601</td>
<td>Protein and Enzyme Structure and Function</td>
</tr>
<tr>
<td>BIOCHEM 606</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 625</td>
<td>Mechanisms of Action of Vitamins and Minerals</td>
</tr>
</tbody>
</table>

**Modeling**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 661</td>
<td>Chemical and Statistical Thermodynamics</td>
</tr>
</tbody>
</table>
Beyond the minimum required by the Graduate School lies with the general university policies. Program authority to set degree policies is with the Program Chair, Meyer Jackson. Once a thesis lab is chosen, these credits will be conducted in the thesis advisor's home department. Because CHEM 668 Biophysical Spectroscopy is only offered every other year, students will be advised upon joining the program in which semester they must complete the course.

1. Students are also required to take an ethics course that covers all of the items considered necessary by the NIH for ethical and professional scientific training. It is strongly recommended that students take the ethics course during their first year. The recommended ethics course is: BIOCHEM 729 Advanced Topics. The Biophysics Program also conducts a mandatory ethics refresher seminar for all students that is held at the end of every spring semester.

2. Students are also required to participate in seminar courses for the duration of their studies. Initially, all students are required to enroll in CHEM/BIOCHEM 872 Selected Topics in Macromolecular and Biophysical Chemistry for both fall and spring semesters. Once a student has successfully achieved dissertator status, they are eligible to enroll in alternative seminars with permission from the program.

3. Additionally, students are required to conduct their independent research. First semester students will register for 990 research credits in the department of the Biophysics Program Chair, Meyer Jackson. Once a thesis lab is chosen, these credits will be conducted in the thesis advisor's home department.

4. Finally, all students are expected to register for 990 research credits every semester. These are the courses in which students will be conducting their independent research. First semester students will register for 990 research credits in the department of the Biophysics Program Chair, Meyer Jackson. Once a thesis lab is chosen, these credits will be conducted in the thesis advisor's home department.

### MAJOR-SPECIFIC POLICIES

#### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned more than two years prior to admission to the doctoral degree is not allowed to satisfy requirements. No admissions are made into the master's program.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned more than two years prior to admission to the doctoral degree is not allowed to satisfy requirements. No admissions are made into the master's program.

#### PROBATION

If students fall below the 3.00 GPA program requirement or have incomplete grades, the Biophysics Program follows the Graduate School's policy of satisfactory/unsatisfactory progress. This could result in academic probation or suspension.

#### ADVISOR / COMMITTEE

All students are required to have an advisor by the end of their first semester in the program. Thesis committees must be formed at the end of a student's first year in the program. The committee consists of at least four other faculty members and the student's advisor and faculty must represent at least two different departments on campus. After gaining dissertation status, students are required to hold yearly progress report meetings with their committee until graduation.

#### CREDITS PER TERM ALLOWED

15 credits

#### TIME CONSTRAINTS

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time. Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employee.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances.

OTHER
Fall semester enrollment only. First semester, program-sponsored lab rotations lead to thesis lab selection and research assistantship through the thesis advisor.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Articulates challenges, frontiers and limits with respect to theory, knowledge or practice within the field of study.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study.
3. Creates research, scholarship or performance that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences.
5. Communicates complex or ambiguous ideas in a clear and understandable manner.
6. Evaluates the implications of the discipline to broader social concerns.
7. Fosters ethical conduct and professional guidelines.

PEOPLE

FACULTY
Chair: Dr. Alessandro Senes (Biochemistry) Website (https://biochem.wisc.edu/faculty/senes/)
Paul Ahlquist (Oncology) Website (https://mcardle.wisc.edu/who-we-are/mcardle-faculty/paul-g-ahlquist-phd/)
Tom Brunold (Chemistry) Website (http://brunold.chem.wisc.edu/)
Andrew Buller (Chemistry) Website (https://www.chem.wisc.edu/users/abuller/)
Mark Burkard (Medicine) Website (https://www.medicine.wisc.edu/people-search/people/staff/703/Burkard_MARK/)
Judith Burstyn (Chemistry) Website (http://burstyn.chem.wisc.edu/)
Briana Burton (Bacteriology) Website (https://burtonlab.bact.wisc.edu/)
Sam Butcher (Biochemistry) Website (https://biochem.wisc.edu/faculty/butcher/)
Silvia Cavangerno (Chemistry) Website (http://cavagnero.chem.wisc.edu/)
Baron Chanda (Neuroscience) Website (http://bclab.neuro.wisc.edu/)
Ed Chapman (Neuroscience) Website (https://chapman.neuro.wisc.edu/)
Josh Coon (Chemistry) Website (https://www.chem.wisc.edu/users/jcoon/)
Gheorghe Craciun (Mathematics) Website (http://www.math.wisc.edu/~craciun/)
Cindy Czajkowski (Neuroscience) Website (https://neuro.wisc.edu/staff/czajkowski-cynthia/)
Katrina Forest (Bacteriology) Website (https://bact.wisc.edu/people_profile.php?t=rf&p=kforres1)
Brian Fox (Biochemistry) Website (https://biochem.wisc.edu/faculty/fox/default.aspx)
Sam Gellman (Chemistry) Website (http://gellman.chem.wisc.edu/)
Pupa Gilbert (Physics) Website (https://home.physics.wisc.edu/gilbert/)
Randy Goldsmith (Chemistry) Website (https://goldsmith.chem.wisc.edu/)
Jeff Hardin (Zoology) Website (http://worms.zoology.wisc.edu/)
Katie Henzler-Wildman (Biochemistry) Website (https://biochem.wisc.edu/faculty/henzler-wildman/)
Hazel Holden (Biochemistry) Website (https://biochem.wisc.edu/faculty/holden/default.aspx)
Aaron Hoskins (Biochemistry) Website (https://biochem.wisc.edu/faculty/hoskins/default.aspx)
Students are not admitted into the Cellular and Molecular Biology (CMB) Program for a terminal master’s degree. However, a master’s degree is officially offered. For more information, see the Cellular and Molecular Biology Handbook (link in Contact Information).

Graduate study in cellular and molecular biology at the University of Wisconsin–Madison is a research-oriented interdisciplinary program leading to the Ph.D. degree. The university has one of the largest and most prestigious biology facilities in the world, well-noted for its cooperation and collaboration across department boundaries. The Cellular and Molecular Biology Program is an important part of that interdepartmental strength, providing students with the opportunity to work with more than 190 faculty members in 40 departments.

A major strength of the program is that it provides the opportunity for groups of investigators to work together on research topics of common interest. Research topic areas, identified as focus groups, are composed of faculty and students studying common research areas. Each group is held together by participation of both students and faculty at regular research presentations and by the participation of faculty on thesis committees of many students in the group. Because of the diverse nature of most research areas and the cross-fertilization among focus groups, many faculty and students participate in the activities of multiple focus groups.

The focus groups are: cancer biology; cell adhesion and cytoskeleton; cellular and molecular metabolism; developmental biology and regenerative medicine; immunology; membrane biology and protein trafficking; molecular and genome biology of microbes; physiology; plant biology; RNA biology; systems biology; transcriptional mechanisms; and virology.

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 921)
FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Face-to-Face</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Hybrid</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

- **Minimum Credit Requirement:** 30 credits
- **Minimum Residence Credit Requirement:** 16 credits
- **Minimum Graduate Coursework Requirement:** Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall GPA Requirement

- **Graduate GPA Requirement:** 3.00 GPA required.
- **Other Grade Requirements:** The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

- Contact the program for information on required assessments and examinations.

Language

- Contact the program for information on any language Requirements requirements.

REQUIRED COURSES

Eleven credits of coursework, not including 990 research credits, are required to complete the CMB course requirements. One course must be taken from the "core" list of molecular biology courses and one course must be taken from the "core" list of cell biology courses. The remaining credits can come from either the "core" or "elective" list of classes to bring the total number of credits to ten. In addition, one credit must be fulfilled through the required ethics course. All CMB course requirements must be completed by the end of the student’s second year, before completing the preliminary exam and obtaining dissertator status.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Course Requirements</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Molecular Biology Core</strong></td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Choose one of the following:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOCHEM/GENETICS/MD GENET 620</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Eukaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOCHEM/GENETICS/MICROBIO 612</td>
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</tr>
<tr>
<td></td>
<td>Prokaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ONCOLOGY/PL PATH 640</td>
<td></td>
</tr>
<tr>
<td></td>
<td>General Virology-Multiplication of Viruses</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Cell Biology Core</strong></td>
<td>2-3</td>
</tr>
<tr>
<td></td>
<td>Choose one of the following:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BOTANY 860</td>
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</tr>
<tr>
<td></td>
<td>Plant Cell Biology</td>
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</tr>
<tr>
<td></td>
<td>ZOOLOGY/NEURODPT/NTP 765</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Developmental Neuroscience</td>
<td></td>
</tr>
<tr>
<td></td>
<td>PATH 750</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cellular and Molecular Biology/Pathology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ONCOLOGY 703</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Carcinogenesis and Tumor Cell Biology</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Ethics Core</strong></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>BIOCHEM 729</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Advanced Topics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ONCOLOGY 715</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ethics in Science</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SURG SCI 812</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Research Ethics and Career Development</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Remaining credits can come from either the core or elective list of classes to bring the total number of credits to eleven.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Elective Courses</strong></td>
<td>4-5</td>
</tr>
<tr>
<td></td>
<td>NEURODPT 700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cytoskeletal Dynamics</td>
<td></td>
</tr>
</tbody>
</table>
B M E/CBE 510  Introduction to Tissue Engineering  
B M E/CBE 520  Stem Cell Bioengineering  
B M E/CBE 783  Design of Biological Molecules  
B M E 545  Engineering Extracellular Matrices  
B M E 556  Systems Biology: Mammalian Signaling Networks  
B M I/STAT 541  Introduction to Biostatistics  
B M I 826  Special Topics in Biostatistics and Biomedical Informatics  
B O T A N Y/ B I O C H E M/ G E N E T I C S  840  Regulatory Mechanisms in Plant Development  
B I O C H E M/ B O T A N Y  621  Plant Biochemistry  
B I O C H E M/ C H E M  665  Biophysical Chemistry  
B I O C H E M/ N U T R S C I  619  Advanced Nutrition: Intermediary Metabolism of Macronutrients  
B I O C H E M/ P H M C O L-M/ Z O O L O G Y  630  Cellular Signal Transduction Mechanisms  
B I O C H E M  601  Protein and Enzyme Structure and Function  
B M O L C H E M  675  Advanced or Special Topics in Biomolecular Chemistry  
B O T A N Y/ E N T O M/ P L P A T H  505  Plant-Microbe Interactions: Molecular and Ecological Aspects  
C R B/ M E D I C I N E  701  Cell Signaling and Human Disease  
C R B  640  Fundamentals of Stem Cell and Regenerative Biology  
C R B  650  Molecular and Cellular Organogenesis  
F & W E C O L/H O R T/ S T A T  571  Statistical Methods for Bioscience I  
G E N E T I C S/ H O R T  550  Molecular Approaches for Potential Crop Improvement  
G E N E T I C S/ M D G E N E T  677  Advanced Topics in Genetics  
G E N E T I C S  631  Plant Genetics  
G E N E T I C S  633  Population Genetics  
M M & I  555  Vaccines: Practical Issues for a Global Society  
M M & I  740  Mechanisms of Microbial Pathogenesis  
M M & I/P A T H-B I O  750  Host-Parasite Relationships in Vertebrate Viral Disease  
M E D P H Y S  671  Selected Topics in Medical Physics  
M I C R O B I O  625  Advanced Microbial Physiology  
M I C R O B I O/ B M O L C H E M  668  Microbiology at Atomic Resolution  
M I C R O B I O  607  Advanced Microbial Genetics  
N T P/ N E U R O D P T  610  Neuroscience  
O N C O L O G Y  675  Advanced or Special Topics in Cancer Research  
P A T H  751  Cell and Molecular Biology of Aging  
P A T H  803  Pathogenesis of Major Human Diseases  
P A T H  807  Immunopathology: The Immune System in Health and Disease  
P A T H-B I O  675  Special Topics  
P L P A T H/ B O T A N Y/ G E N E T I C S/ M M & I  655  Biology and Genetics of Fungi  
Z O O L O G Y  604  Computer-based Gene and Disease/Disorder Research Lab  

Research Credits  
A minimum of 51 credits taken in graduate level courses are required: the 11 above, and the remaining credits can be 990 research credits.  

Total Credits  51-53  

1 EXCEPTION: M.D./Ph.D. students are only required to take 3 credits from the Core Curriculum or the Elective Courses list.  
2 EXCEPTION: M.D./Ph.D. students are not required to take an ethics course because they received this training in their M.D. courses.  

POLICIES  
GRADUATE SCHOOL POLICIES  
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.  

MAJOR-SPECIFIC POLICIES  
PRIOR COURSEWORK  
Graduate Work from Other Institutions  
Does not appear on UW–Madison transcript or count toward graduate GPA. The minimum residence requirement can be satisfied only with courses taken as a graduate student at UW–Madison, with the exception being graduate-level work taken as a CIC traveling scholar. These requests evaluated on case-by-case basis.  

UW–Madison Undergraduate  
The program may decide to accept up to 7 credits numbered 300 or above of required or elective courses from undergraduate work completed at UW–Madison toward fulfillment of minimum degree requirements. This is not allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Work will not appear on the graduate career portion of UW–Madison transcript or count toward GPA. Minimum residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison. All requests evaluated on case-by-case basis.  

UW–Madison University Special  
The program may accept up to 15 University Special student credits as fulfillment of the minimum graduate residence, or graduate degree
requirements on occasion. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. All requests evaluated on case-by-case basis.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
The thesis advisor will assist the graduate student throughout the duration of their studies. Upon choosing a thesis advisor, the student should formulate goals and expectations when starting in a permanent lab home. The student and thesis advisor should work together to ensure that mutual goals and expectations are met. The thesis advisor will monitor and guide the student’s progress toward their degree, provide the student with advice about how and when to meet the degree requirements of the program, and help the student decide on appropriate coursework during their studies.

After joining a thesis lab, students are required to form a thesis committee. The purpose of the thesis committee is to: guide the student through the process of earning their degree and meeting all CMB program requirements; assist the student in developing as an independent scientist in the student’s area of research; provide the student with an array of ideas and opportunities regarding the direction of their research and thesis project; and evaluate the student’s research proposal, attend curriculum certification, preliminary exam, annual progress report, and thesis defense.

The thesis committee consists of five faculty members, including the thesis advisor. All committee members must be readers when the student defends their dissertation. Three committee members, including the thesis advisor, must be faculty trainers in the CMB program. Two committee members must be outside the student’s direct area of expertise.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Overview
If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students’ concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (CMB Program Administration or Chair, Lab Department Administration or Chair, Lab Manager, etc.). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages for more information. If such procedures exist at the local level, these should be investigated first. For more information, see the Graduate School Academic Policies and Procedures. (http://grad.wisc.edu/acadpolicy/#grievancesandappeals)

Procedure
Procedures for proper accounting of student grievances within the CMB Program:

- The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved interpersonally at this level.
- Should satisfactory resolution not be achieved, the student should contact the CMB Office and the CMB Program Chair to discuss the grievance. The program will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help the student informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisor or thesis committee members if appropriate.
- If the issue is not resolved to the student’s satisfaction, the student can submit a formal grievance in writing to the CMB Office and CMB Program Chair. The written formal grievance must be submitted within 60 days of the alleged unfair treatment.
- On receipt of a written complaint, a faculty committee will be convened within 10 working days by the CMB Program to manage the grievance. The program faculty committee will obtain a written
resources

Take advantage of the Graduate School's GRADUATE SCHOOL RESOURCES and launch your career.

• Within 10 working days of being convened, the faculty committee will make a decision regarding the grievance. The CMB Program will report on the committee’s decision and any action taken by the committee in writing to both the student and the party toward whom the complaint was directed.
• At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal within 10 working days of the committee’s decision. The appeal will go to the tenure home School/College of the grieving student’s primary advisor.

The Graduate School has procedures for students wishing to further appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures. (https://grad.wisc.edu/documents/grievances-and-appeals/)

OTHER

CMB students all earn a stipend that is set by the program each year, and tuition is covered. First year rotating students are funded through the CMB program during the first semester. After the first semester, students are typically funded by their thesis advisor. In some cases, students earn individual fellowships or training grant slots and are funded through these mechanisms. Please contact the CMB program for specific questions about stipend level, etc.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Gain a broad understanding of the cellular and molecular principles that underlie biological processes.
2. Develop proficiency in a chosen area of cellular and molecular biology.
3. Learn to think critically and problem solve to address research challenges using a broad range of theories, research methods, and approaches to scientific inquiry.
4. Create research and scholarship that makes a substantive contribution to the field of cellular and molecular biology.
5. Experience collaboration with scientists within the lab, the department, the program, the university, and beyond.
6. Clearly and effectively communicate scientific ideas and research to both scientists and non-scientists in written and oral forms.
7. Exhibit and foster ethical and professional conduct.
8. Gain exposure to potential career paths and develop leadership and professional skills that will prepare them for a successful and rewarding career.

PEOPLE

Faculty Chairs: David Wasserman (program chair), Andy Mehle (admissions chair), Caroline Alexander (awards chair), Donna Peters (curriculum chair), Colleen McDowell (diversity chair)

Focus Group Chairs: Caroline Alexander (Cancer Biology), Wilmara Salgado-Pabon (Cell Adhesion and Cytoskeleton), Dudley Lamming (Cellular and Molecular Metabolism), Anne Griep (Developmental Biology and Regenerative Medicine), Jyoti Watters (Immunology), Guy Groblewski (Membrane Biology and Protein Trafficking), Robert Landick (Molecular and Genome Biology of Microbes), Raunak Sinha (Physiology), Jean-Michel Ane (Plant Biology), David Brow (RNA Biology), Megan McClean (Systems Biology), Melissa Harrison (Transcriptional Mechanisms), Paul Ahlquist (Virology).

For a list of all participating faculty, see the program website (http://www.cmb.wisc.edu).

CELLULAR AND MOLECULAR BIOLOGY, PH.D.

Since 1961, the Graduate Program in Cellular and Molecular Biology (CMB) has been pioneering graduate education in the fields of cell biology and molecular biology at the University of Wisconsin–Madison. CMB is a research-oriented, interdisciplinary program leading to the Ph.D. degree. UW–Madison has one of the largest and most prestigious biology facilities in the world, well-noted for its cooperation and collaboration across department boundaries. CMB is an important part of that interdepartmental strength, providing students with the opportunity to work with more than 180 faculty members in 40 departments.

Research and coursework experience allow CMB students to obtain a solid foundation in cell biology and molecular biology that is tailored to their professional objectives. Research focus groups are composed of students and faculty studying a common research area. The focus groups are: cancer biology, cell adhesion and cytoskeleton, cellular and molecular metabolism, developmental biology and regenerative medicine, immunology, membrane biology and protein trafficking, molecular and genome biology of microbes, physiology, plant biology, RNA biology, systems biology, transcriptional mechanisms, and virology.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
</tbody>
</table>
GRE (Graduate Record Examinations) Not required.

English Proficiency Test Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required

3

Admission to the program is highly competitive. Admission is based on demonstrated ability and interest in biology, chemistry, and the physical sciences; three letters of recommendation; and the personal statement. Previous research experience is required. The application deadline for fall admission is December 1. All application materials must be received by this date in order to be reviewed by the CMB Admissions Committee. We do not offer spring or summer admission. More information about CMB Admissions can be found on the CMB website (https://cmb.wisc.edu/admissions/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

All students accepted into the Ph.D. degree program receive financial support from Graduate School fellowships, interdepartmental training grants, and/or research assistantships. The program strives to maintain a nationally competitive stipend. Students are guaranteed a stipend each year in addition to tuition remission. The current stipend rate can be found on the Financial (https://cmb.wisc.edu/financial-health-insurance/) page of the CMB handbook. Graduate students are also eligible for comprehensive health insurance; individual or family coverage is available at a minimal cost. Students are strongly encouraged to apply for a National Science Foundation Graduate Fellowship at the time of application to graduate school and/or during the first or second year on campus.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>51 credits</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Minimum Residence Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>32 credits</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Minimum Graduate Coursework Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Overall Graduate GPA Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other Grade Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Assessments and Examinations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral students are required to take a comprehensive preliminary/oral examination at the end of their second year. In order to complete their preliminary exam, students must have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Language Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact the program for information on any language requirements.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Doctoral Minor/Breadth Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral students in the CMB program are not required to complete a minor, but may choose to.</td>
</tr>
</tbody>
</table>
REQUIRED COURSES

Eleven credits of coursework, not including 990 research credits, are required to complete the CMB course requirements. One course must be taken from the "core" list of molecular biology courses and one course must be taken from the "core" list of cell biology courses. The remaining credits can come from either the "core" or "elective" list of classes to bring the total number of credits to ten. In addition, one credit must be fulfilled through the required ethics course. All CMB course requirements must be completed by the end of the student's second year, before completing the preliminary exam and obtaining dissertation status.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Requirements</strong> 1**</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Molecular Biology Core</strong></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Choose one of the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/ GENETICS/ MD GENET 620</td>
<td>Eukaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/ GENETICS/ MICROBIO 612</td>
<td>Prokaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>ONCOLOGY/ PL PATH 640</td>
<td>General Virology-Multiplication of Viruses</td>
<td></td>
</tr>
<tr>
<td><strong>Cell Biology Core</strong></td>
<td></td>
<td>2-3</td>
</tr>
<tr>
<td>Choose one of the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BOTANY 860</td>
<td>Plant Cell Biology</td>
<td></td>
</tr>
<tr>
<td>ZOOLOGY/ NEURODPT/ NTP 765</td>
<td>Developmental Neuroscience</td>
<td></td>
</tr>
<tr>
<td>PATH 750</td>
<td>Cellular and Molecular Biology/ Pathology</td>
<td></td>
</tr>
<tr>
<td>ONCOLOGY 703</td>
<td>Carcinogenesis and Tumor Cell Biology</td>
<td></td>
</tr>
<tr>
<td><strong>Ethics Core</strong></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>BIOCHEM 729</td>
<td>Advanced Topics</td>
<td></td>
</tr>
<tr>
<td>ONCOLOGY 715</td>
<td>Ethics in Science</td>
<td></td>
</tr>
<tr>
<td>SURG SCI 812</td>
<td>Research Ethics and Career Development</td>
<td></td>
</tr>
</tbody>
</table>

Remaining credits can come from either the core or elective list of classes to bring the total number of credits to eleven.

<table>
<thead>
<tr>
<th>Elective Courses</th>
<th>4-5</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEURODPT 700</td>
<td>Cytoskeletal Dynamics</td>
</tr>
<tr>
<td>B M E/CBE 510</td>
<td>Introduction to Tissue Engineering</td>
</tr>
<tr>
<td>B M E/CBE 520</td>
<td>Stem Cell Bioengineering</td>
</tr>
<tr>
<td>B M E/CBE 783</td>
<td>Design of Biological Molecules</td>
</tr>
<tr>
<td>B M E 545</td>
<td>Engineering Extracellular Matrices</td>
</tr>
<tr>
<td>B M E 556</td>
<td>Systems Biology: Mammalian Signaling Networks</td>
</tr>
<tr>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
</tr>
<tr>
<td>B M I/STAT 877</td>
<td>Statistical Methods for Molecular Biology</td>
</tr>
<tr>
<td>B M I 826</td>
<td>Special Topics in Biostatistics and Biomedical Informatics</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Requirements</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BOTANY/ BIOCHEM/ GENETICS 840</td>
<td>Regulatory Mechanisms in Plant Development</td>
</tr>
<tr>
<td>BIOCHEM/ BOTANY 621</td>
<td>Plant Biochemistry</td>
</tr>
<tr>
<td>BIOCHEM/ CHEM 665</td>
<td>Biophysical Chemistry</td>
</tr>
<tr>
<td>BIOCHEM/ NUTR SCI 619</td>
<td>Advanced Nutrition: Intermediary Metabolism of Macronutrients</td>
</tr>
<tr>
<td>BIOCHEM/ PHMCOL-M/ ZOOLOGY 630</td>
<td>Cellular Signal Transduction Mechanisms</td>
</tr>
<tr>
<td>BIOCHEM 601</td>
<td>Protein and Enzyme Structure and Function</td>
</tr>
<tr>
<td>BMOLCHEM 675</td>
<td>Advanced or Special Topics in Biomolecular Chemistry</td>
</tr>
<tr>
<td>BOTANY/ENTOM/ PL PATH 505</td>
<td>Plant-Microbe Interactions: Molecular and Ecological Aspects</td>
</tr>
<tr>
<td>CRB/ MEDICINE 701</td>
<td>Cell Signaling and Human Disease</td>
</tr>
<tr>
<td>CRB 640</td>
<td>Fundamentals of Stem Cell and Regenerative Biology</td>
</tr>
<tr>
<td>CRB 650</td>
<td>Molecular and Cellular Organogenesis</td>
</tr>
<tr>
<td>F&amp;W ECOL/HORT/ STAT 571</td>
<td>Statistical Methods for Bioscience I</td>
</tr>
<tr>
<td>GENETICS/ HORT 550</td>
<td>Molecular Approaches for Potential Crop Improvement</td>
</tr>
<tr>
<td>GENETICS/ MD GENET 677</td>
<td>Advanced Topics in Genetics</td>
</tr>
<tr>
<td>GENETICS 631</td>
<td>Plant Genetics</td>
</tr>
<tr>
<td>GENETICS 633</td>
<td>Population Genetics</td>
</tr>
<tr>
<td>GENETICS 885</td>
<td>Advanced Genomic and Proteomic Analysis</td>
</tr>
<tr>
<td>M M &amp; I 555</td>
<td>Vaccines: Practical Issues for a Global Society</td>
</tr>
<tr>
<td>M M &amp; I 740</td>
<td>Mechanisms of Microbial Pathogenesis</td>
</tr>
<tr>
<td>M M &amp; I/PATH-BIO 750</td>
<td>Host-Parasite Relationships in Vertebrate Viral Disease</td>
</tr>
<tr>
<td>MED PHYS 671</td>
<td>Selected Topics in Medical Physics</td>
</tr>
<tr>
<td>MICROBIO 625</td>
<td>Advanced Microbial Physiology</td>
</tr>
<tr>
<td>MICROBIO/ BMOLCHEM 668</td>
<td>Microbiology at Atomic Resolution</td>
</tr>
<tr>
<td>MICROBIO 607</td>
<td>Advanced Microbial Genetics</td>
</tr>
<tr>
<td>NTP/ NEURODPT 610</td>
<td>Cellular and Molecular Neuroscience</td>
</tr>
<tr>
<td>ONCOLOGY 675</td>
<td>Advanced or Special Topics in Cancer Research</td>
</tr>
<tr>
<td>PATH 751</td>
<td>Cell and Molecular Biology of Aging</td>
</tr>
<tr>
<td>PATH 803</td>
<td>Pathogenesis of Major Human Diseases</td>
</tr>
<tr>
<td>PATH 807</td>
<td>Immunopathology: The Immune System in Health and Disease</td>
</tr>
<tr>
<td>PATH-BIO 675</td>
<td>Special Topics</td>
</tr>
</tbody>
</table>
in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

The thesis advisor will assist the graduate student throughout the duration of their Ph.D. studies. Upon choosing a thesis advisor, the student should formulate goals and expectations when starting in a permanent lab home. The student and thesis advisor should work together to ensure that mutual goals and expectations are met. The thesis advisor will monitor and guide the student's progress toward the Ph.D. degree, provide the student with advice about how and when to meet the degree requirements of the program, and help the student decide on appropriate coursework during Ph.D. studies.

After joining a thesis lab, students are required to form a thesis committee. The purpose of the thesis committee is to: guide the student through the process of earning the Ph.D. degree and meeting all CMB program requirements; assist the student in developing as an independent scientist in the student's area of research; provide the student with an array of ideas and opportunities regarding the direction of the research and thesis project; and evaluate the student's research proposal, attend curriculum certification, preliminary exam, annual progress report, and thesis defense.

The thesis committee consists of five faculty members, including the thesis advisor. All committee members must be readers when the student defends their dissertation. Three committee members, including the thesis advisor, must be faculty trainers in the CMB program. Two committee members must be outside the student's direct area of expertise.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within 5 years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
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**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

Does not appear on UW–Madison transcript or count toward graduate GPA. The minimum residence requirement can be satisfied only with courses taken as a graduate student at UW–Madison, with the exception being graduate-level work taken as a CIC traveling scholar. These requests evaluated on case-by-case basis.

UW–Madison Undergraduate

The program may decide to accept up to seven credits numbered 300 or above of required or elective courses from undergraduate work completed at UW–Madison toward fulfillment of minimum degree requirements. This is not allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Work will not appear on the graduate career portion of UW–Madison transcript or count toward GPA. Minimum residence credit requirement cannot be satisfied only with courses taken as a graduate student at UW–Madison. All requests evaluated on case-by-case basis.

UW–Madison University Special

The program may accept up to 15 University Special student credits as fulfillment of the minimum graduate residence, or graduate degree requirements on occasion. This work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. All requests evaluated on case-by-case basis.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result
conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)

• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
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• If the issue is not resolved to the student’s satisfaction, the student can submit a formal grievance in writing to the CMB Office and CMB Program Chair. The written formal grievance must be submitted within 60 days of the alleged unfair treatment.
• On receipt of a written complaint, a faculty committee will be convened within 10 working days by the CMB Program to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.
• Within 10 working days of being convened, the faculty committee will make a decision regarding the grievance. The CMB Program will report on the committee’s decision and any action taken by the committee in writing to both the student and the party toward whom the complaint was directed.
• At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal within 10 working days of the committee’s decision. The appeal will go to the tenure home School/College of the grieving student’s primary advisor.

The Graduate School has procedures for students wishing to further appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures. (https://grad.wisc.edu/documents/grievances-and-appeals/)

OTHER
CMB students all earn a stipend that is set by the program each year, and tuition is covered. First year rotating students are funded through the CMB Program during the first semester. After the first semester, students are typically funded by their thesis advisor. In some cases, students earn individual fellowships or training grant slots and are funded through these mechanisms. Please contact the CMB Program for specific questions about stipend level, etc.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
The CMB program offers and encourages participation in many professional development opportunities. The student-led Professional Development Committee plans events such as visiting speakers, panelists, and an annual mock interview event. The program shares information about alumni and their current employment with CMB students and encourages collaboration between the two groups. At the annual student retreat, students hear a panel featuring CMB alumni working in academic and non-academic positions. Program requirements such as an annual oral presentation and an annual thesis committee meeting foster professional development skills. Students also have opportunities to participate in program governance and leadership roles in other program activities such as advising and orientation, recruiting, admissions, the Diversity, Equity & Inclusion Committee, and the Coordinating Committee. A weekly email newsletter publicizes other relevant upcoming professional development opportunities. More information can be found on the CMB Professional Development page (https://cmb.wisc.edu/professional-development/).

LEARNING OUTCOMES

1. Gain a broad understanding of the cellular and molecular principles that underlie biological processes.
2. Develop proficiency in a chosen area of cellular and molecular biology.
3. Learn to think critically and problem solve to address research challenges using a broad range of theories, research methods, and approaches to scientific inquiry.
4. Create research and scholarship that makes a substantive contribution to the field of cellular and molecular biology.
5. Experience collaboration with scientists within the lab, the department, the program, the university, and beyond.
6. Clearly and effectively communicate scientific ideas and research to both scientists and non-scientists in written and oral forms.
7. Exhibit and foster ethical and professional conduct.
8. Gain exposure to potential career paths and develop leadership and professional skills that will prepare them for a successful and rewarding career.

**PEOPLE**

**Faculty Chairs:** David Wassarman (program chair), Andy Mehle (admissions chair), Caroline Alexander (awards chair), Donna Peters (curriculum chair), Colleen McDowell (diversity chair)

**Focus Group Chairs:** Caroline Alexander (Cancer Biology), Wilma Salgado-Pabon (Cell Adhesion and Cytoskeleton), Dudley Lamming (Cellular and Molecular Metabolism), Anne Griep (Developmental Biology and Regenerative Medicine), Guy Groblewski (Membrane Biology and Protein Trafficking), Robert Landick (Molecular and Genome Biology of Microbes), Raunak Sinha (Physiology), Jean-Michel Ane (Plant Biology), David Brow (RNA Biology), Megan McClean (Systems Biology), Melissa Harrison (Transcriptional Mechanisms), Paul Ahlquist (Virology).

For a list of all participating faculty, see the program website [http://www.cmb.wisc.edu](http://www.cmb.wisc.edu).

**DISTRIBUTED, DOCTORAL MINOR**

**REQUIREMENTS**

The Graduate School’s minimum course requirements for the minor include:

- An average GPA of 3.00 on all minor coursework;
- Coursework must be graded courses numbered 300 or above; no audits or pass/fail;
- Coursework may not be double counted for major requirements;
- Maximum 3 credits of independent study (e.g., 699, 799, 899, 999);
- Research and thesis cannot be used to satisfy the minor (e.g., 790, 890, 990);
- No more than 5 credits of coursework completed more than 5 years prior to admission to the doctoral program; coursework taken 10 years ago or more may not be used.

A student cannot earn a doctoral minor and a graduate/professional certificate of the same name. Credits earned towards the minor may count towards the minimum graduate residence requirement, minimum graduate degree requirement, and the minimum graduate coursework (50%) requirement.

**SPECIAL GRADUATE COMMITTEE, M.A.**

(via Graduate School Academic Policies & Procedures [https://grad.wisc.edu/acadpolicy/#specialgraduatecommitteedegrees])

The Graduate School can authorize special committees to supervise master’s or doctoral programs for students whose needs cannot be met within an established program. Students must first be accepted into a graduate-degree-granting program and establish one semester of full-time graduate work at UW–Madison, and then the faculty advisor should submit a proposal for a special committee degree. Students should check with the Graduate School and the individual faculty member with whom they are interested in working.

Special graduate committee degrees are one-of-a-kind degrees built around unique needs of individual students that cannot be satisfied by approved programs (e.g., by existing major program/minor combinations, joint degrees, distributed minors, etc.) and may permit individual degrees in new and emerging fields or combinations of disciplines. A higher degree of independence is required on the part of the student, since easily available guidance provided by programs is often more difficult to obtain, and there is not the usual collegial group of students in closely related research and coursework.

**ADMISSIONS**

(via Graduate School Academic Policies & Procedures [https://grad.wisc.edu/acadpolicy/#specialgraduatecommitteedegrees])

The master’s and doctoral special graduate committee guidelines are:

1. Prospective students who may have an interest in a special graduate committee degree should apply to the degree program that is closest to their program interest.
2. Upon receipt of an application on which a prospective student has expressed interest in a special graduate committee degree, the program will follow all relevant program admission requirements.
3. Students may not be admitted directly to a special graduate committee degree program. They must be accepted for admission by an established department or program and be attending classes at UW–Madison before a proposal for a special graduate committee degree will be considered by the Graduate School.
4. The department or program admitting the student must be prepared to see the student through an established degree program. No commitments are made to provide a special graduate committee degree until after the student is enrolled and the proposal for the special degree and the student’s ability at the graduate level have been evaluated and approved.
5. The student’s advisor authors and submits the special graduate committee degree proposal on behalf of the student as early in the student’s program as possible. Proposals submitted after a substantial portion of the program has been completed will not be accepted. Doctoral proposals must be submitted by the end of the first year of graduate work. Master’s proposals must be submitted after the equivalent of the first full-time semester of graduate work. The proposal should consist of the following elements:
• The reasons the special graduate committee program is needed and an explanation of why the student’s needs cannot be met within existing programs.
• The exact title of the proposed degree program (which should be brief and descriptive).
• The proposed course and seminar program of graduate work on this campus. Include the course title, program, course number, credits, grade, and semester taken/to be taken.
• Any specific requirements of the dissertation or thesis (language, equipment, etc.).
• The nature and scope of preliminary examinations for the doctoral degree, or the examination procedure for the master’s degree.
• The nature of the dissertation or thesis (general subject area).
• The names of the faculty members who, in addition to the advisor, are willing to share the responsibility of supervising the student’s program. Including the advisor, the doctoral degree requires five members (including four UW–Madison graduate faculty members), and the master’s degree requires three members (including two UW–Madison graduate faculty members). Approval signatures of the committee members are required on the proposal.

6. The Graduate School will carefully review proposals to determine whether or not the program can be carried out within an established department or program, joint degrees, appropriate use of minors, or other available mechanisms. The suitability and degree of commitment of the committee for the proposed program will be examined.

7. The chairperson of the committee (usually the advisor) should be a member of the program to which the student originally had been admitted. That program should remain the keeper of the student’s records and should make all appropriate nominations for financial aid.

8. The Graduate School is concerned about maintaining active participation by all members of special degree committees in the ongoing program of the student and asks the individual members of the committee to assume program responsibilities provided institutionally in a conventional program. Faculty members who are willing to serve on these committees should be prepared to participate fully in all aspects of the student’s program from the beginning, especially where they must provide the necessary expertise in their particular areas of interest.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

Since the curriculum of the special graduate committee degree will vary, students must work closely with their faculty advisor and committee to make sure they are completing all necessary coursework and other requirements.

SPECIAL GRADUATE COMMITTEE, M.S.

(via Graduate School Academic Policies & Procedures (https://grad.wisc.edu/acadpolicy/#specialgraduatecommitteedegrees))

The Graduate School can authorize special committees to supervise master’s or doctoral programs for students whose needs cannot be met within an established program. Students must first be accepted into a graduate-degree-granting program and establish one semester of full-time graduate work at UW–Madison, and then the faculty advisor should submit a proposal for a special committee degree. Students should check with the Graduate School and the individual faculty member with whom they are interested in working.

Special graduate committee degrees are one-of-a-kind degrees built around unique needs of individual students that cannot be satisfied by approved programs (e.g., by existing major program/minor combinations, joint degrees, distributed minors, and so on) and may permit individual degrees in new and emerging fields or combinations of disciplines. A higher degree of independence is required on the part of the student, since easily available guidance provided by programs is often more difficult to obtain, and there is not the usual collegial group of students in closely related research and coursework.

ADMISSIONS

(via Graduate School Academic Policies & Procedures (https://grad.wisc.edu/acadpolicy/#specialgraduatecommitteedegrees))

The master’s and doctoral special graduate committee guidelines are:

1. Prospective students who may have an interest in a special graduate committee degree should apply to the degree program that is closest to their program interest.

2. Upon receipt of an application on which a prospective student has expressed interest in a special graduate committee degree, the program will follow all relevant program admission requirements.

3. Students may not be admitted directly to a special graduate committee degree program. They must be accepted for admission by an established department or program and be attending classes at UW–Madison before a proposal for a special graduate committee degree will be considered by the Graduate School.

4. The department or program admitting the student must be prepared to see the student through an established degree program. No commitments are made to provide a special graduate committee degree until after the student is enrolled and the proposal for the special degree and the student’s ability at the graduate level have been evaluated and approved.

5. The student’s advisor authors and submits the special graduate committee degree proposal on behalf of the student as early in the student’s program as possible. Proposals submitted after a substantial portion of the program has been completed will not be accepted. Doctoral proposals must be submitted by the end of the first year of graduate work. Master’s proposals must be submitted after the equivalent of the first full-time semester of graduate work. The proposal should consist of the following elements:
• The reasons the special graduate committee program is needed and an explanation of why the student’s needs cannot be met within existing programs.
• The exact title of the proposed degree program (which should be brief and descriptive).
• The proposed course and seminar program of graduate work on this campus. Include the course title, program, course number, credits, grade, and semester taken/to be taken.
• Any specific requirements of the dissertation or thesis (language, equipment, etc.).
• The nature and scope of preliminary examinations for the doctoral degree, or the examination procedure for the master’s degree.
• The nature of the dissertation or thesis (general subject area).
• The names of the faculty members who, in addition to the advisor, are willing to share the responsibility of supervising the student’s program. Including the advisor, the doctoral degree requires five members (including four UW–Madison graduate faculty members), and the master’s degree requires three members (including two UW–Madison graduate faculty members).

Approval signatures of the committee members are required on the proposal.

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8. The Graduate School is concerned about maintaining active participation by all members of special degree committees in the ongoing program of the student and asks the individual members of the committee to assume program responsibilities provided institutionally in a conventional program. Faculty members who are willing to serve on these committees should be prepared to participate fully in all aspects of the student’s program from the beginning, especially where they must provide the necessary expertise in their particular areas of interest.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

Since the curriculum of the special graduate committee degree will vary, students must work closely with their faculty advisor and committee to make sure they are completing all necessary coursework and other requirements.

SPECIAL GRADUATE COMMITTEE, PH.D.

(via Graduate School Academic Policies & Procedures (https://grad.wisc.edu/acadpolicy/#specialgraduatecommitteedegrees))

The Graduate School can authorize special committees to supervise master’s or doctoral programs for students whose needs cannot be met within an established program. Students must first be accepted into a graduate-degree-granting program and establish one semester of full-time graduate work at UW–Madison, and then the faculty advisor should submit a proposal for a special committee degree. Students should check with the Graduate School and the individual faculty member with whom they are interested in working.

Special graduate committee degrees are one-of-a-kind degrees built around unique needs of individual students that cannot be satisfied by approved programs (e.g., by existing major program/minor combinations, joint degrees, distributed minors, and so on) and may permit individual degrees in new and emerging fields or combinations of disciplines. A higher degree of independence is required on the part of the student, since easily available guidance provided by programs is often more difficult to obtain, and there is not the usual collegial group of students in closely related research and coursework.

ADMISSIONS

(via Graduate School Academic Policies & Procedures (https://grad.wisc.edu/acadpolicy/#specialgraduatecommitteedegrees))

The master’s and doctoral special graduate committee guidelines are:

1. Prospective students who may have an interest in a special graduate committee degree should apply to the degree program that is closest to their program interest.
2. Upon receipt of an application on which a prospective student has expressed interest in a special graduate committee degree, the program will follow all relevant program admission requirements.
3. Students may not be admitted directly to a special graduate committee degree program. They must be accepted for admission by an established department or program and be attending classes at UW–Madison before a proposal for a special graduate committee degree will be considered by the Graduate School.
4. The department or program admitting the student must be prepared to see the student through an established degree program. No commitments are made to provide a special graduate committee degree until after the student is enrolled and the proposal for the special degree and the student’s ability at the graduate level have been evaluated and approved.
5. The student’s advisor authors and submits the special graduate committee degree proposal on behalf of the student as early in the student’s program as possible. Proposals submitted after a substantial portion of the program has been completed will not be accepted. Doctoral proposals must be submitted by the end of the first year of graduate work. Master’s proposals must be submitted after the equivalent of the first full-time semester of graduate work. The proposal should consist of the following elements:
• The reasons the special graduate committee program is needed and an explanation of why the student's needs cannot be met within existing programs.
• The exact title of the proposed degree program (which should be brief and descriptive).
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• Any specific requirements of the dissertation or thesis (language, equipment, etc.).
• The nature and scope of preliminary examinations for the doctoral degree, or the examination procedure for the master's degree.
• The nature of the dissertation or thesis (general subject area).
• The names of the faculty members who, in addition to the advisor, are willing to share the responsibility of supervising the student's program. Including the advisor, the doctoral degree requires five members (including four UW–Madison graduate faculty members), and the master's degree requires three members (including two UW–Madison graduate faculty members).
• Approval signatures of the committee members are required on the proposal.

6. The Graduate School will carefully review proposals to determine whether or not the program can be carried out within an established department or program, joint degrees, appropriate use of minors, or other available mechanisms. The suitability and degree of commitment of the committee for the proposed program will be examined.

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8. The Graduate School is concerned about maintaining active participation by all members of special degree committees in the ongoing program of the student and asks the individual members of the committee to assume program responsibilities provided institutionally in a conventional program. Faculty members who are willing to serve on these committees should be prepared to participate fully in all aspects of the student's program from the beginning, especially where they must provide the necessary expertise in their particular areas of interest.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

Since the curriculum of the special graduate committee degree will vary, students must work closely with their faculty advisor and committee to make sure they are completing all necessary coursework and other requirements.
REQUIREMENTS

CREDITS REQUIRED: 9

Any History of Science (http://guide.wisc.edu/courses/hist_sci/) courses that fit within the following criteria may be used to fulfill the nine-credit requirement:

- At least 6 credits in graduate seminars, and no more than 3 credits in undergraduate courses.
- HIST SCI 990 Research and Thesis may not be used to fulfill the minor requirement.
- The minor field may include up to 3 credits of HIST SCI 999 Independent Work, provided that the student produces at least 15 pages of written work.

PEOPLE


See our faculty profiles—alphabetical (https://history.wisc.edu/people-main/faculty-listed-alphabetically/) and by specialty (https://history.wisc.edu/people-main/faculty-by-area-of-specialty/).

Faculty Affiliates and Teaching Associates: Carlsson, Chopra, Clark-Pujara, Cullinane, Ermakoff, Greene, Keyser, McGarr, Nelson (A.), Rider, Sharafi, Stern

See our faculty affiliate (https://history.wisc.edu/people-main/faculty-affiliates/) and teaching associate (https://history.wisc.edu/people-main/teaching-associates/) profiles.

HISTORY OF SCIENCE, MEDICINE AND TECHNOLOGY, M.A.

One of the oldest, most prestigious academic programs of its kind in the United States, History of Science, Medicine, and Technology (HSMT) draws together faculty members in History and in Medical History and Bioethics (http://medhist.wisc.edu/). Collectively, we offer broad coverage of the field, with expertise that spans Europe, the United States, Africa, and the Caribbean, stretches from the Middle Ages to the recent past, and ranges across the physical, biological, and social sciences to medicine and technology.

Our degree program in the History of Science, Medicine, and Technology is designed to meet the needs of the Ph.D. candidate, and we offer funding (https://history.wiscweb.wisc.edu/graduate/prospective-students/funding/) only to students who intend to pursue the Ph.D. However, we also welcome applications from students who wish to earn only the M.A. if they have external funding or are self-funded. Students with doctoral training in one of the health professions may earn an M.A. in History of Medicine. It is also possible to earn a combined M.D./Ph.D. degree through the School of Medicine and Public Health’s Medical Scientist Training Program (https://www.med.wisc.edu/education/md-phd/) and the HSMT degree program.

History of Science, Medicine, and Technology at UW–Madison is known for the strength and diversity of its areas of study and its warm, collegial environment. All historical aspects of science, medicine, and technology receive attention—from their internal development to their broader institutional, philosophical, religious, and literary contexts, as well as their relationships with print culture, visual culture, and material culture. Students and faculty regularly participate in the program's weekly Brown Bag and monthly colloquium series, both of which provide opportunities to present work, discuss professional issues, and engage with a wide range of on-campus and outside speakers.

Graduate students come to the History of Science, Medicine, and Technology degree program from a variety of backgrounds in the sciences and humanities and with diverse professional goals. The program maintains a policy of maximum flexibility and, insofar as possible, tailors the work required for the degree to fit the individual. Students are encouraged to undertake work in related programs such as history, philosophy, science, and technology studies, and the various sciences.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

Requirements | Detail
--- | ---
Fall Deadline | December 1
Spring Deadline | This program does not admit in the spring.
Summer Deadline | This program does not admit in the summer.
GRE (Graduate Record Examinations) | Not required.
English Proficiency Test | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).
Other Test(s) (e.g., GMAT, MCAT) | n/a
Letters of Recommendation Required | 3

All applicants must meet UW–Madison Graduate School's minimum applicant requirements (https://grad.wisc.edu/admissions/).
requirements/), in addition to the History Graduate Program requirements.

**APPLICATION DEADLINE: DECEMBER 1ST**

To apply, applicants must submit or declare the following in the online application (https://grad.wisc.edu/apply/):

**History Supplemental Application**

This section of the application asks you to provide information about your research interests, declare your preferred faculty advisors, and outline your prior language preparation (if any).

**Writing Sample**

Provide a sample that best illustrates the quality of your written work (optimally no more than 50 pages, double-spaced; maximum file size 6 MB).

**Transcripts**

Upload an unofficial copy of your transcript from all institutions attended, showing any undergraduate and graduate degrees awarded. If accepted, you will be required to send two official transcripts from each institution.

**CV or Resumé**

This should highlight your accomplishments and qualifications including academic honors or distinctions; professional, research, and/or teaching experience; and any publications.

**Letters of recommendation**

Provide contact information for the three individuals who will furnish recommendations on your behalf. (They will receive an upload link by email.) Your letter writers need not be historians, but they should be able to speak to your academic preparation to pursue historical studies at the graduate level.

**Statement of purpose**

The statement of purpose (2–3 pages, double-spaced) explains your reasons for graduate study. It may be the hardest part of the application to write, but it is also the most important. While you will likely include some autobiographical information, its primary purpose is to acquaint us with how your mind works. We want to know, for example, what kinds of intellectual problems and issues interest you, whose stories intrigue you, what sorts of analytical or narrative approaches you like to pursue, which historical writings you admire—and your reasons for these various preferences. Please help us understand your decision to enter the historical profession, especially at a time when the academic job market is in decline, and how you see your own role in it. There is no single right way to approach this part of the application, but we suggest that you bear in mind the usual cautions for personal writing: speak straightforwardly, in your own voice, and write as well as you know how.

**INTERNATIONAL APPLICANTS**

All international applicants must also meet the English Proficiency requirements (https://grad.wisc.edu/admissions/requirements/) set forth by the Graduate School.

For additional detail about the admissions process, please visit the Prospective Student (https://history.wisc.edu/our-graduate-program/prospective-students/) pages on our website.

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**FUNDING**

## GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

We offer funding only to students who intend to pursue the Ph.D.—an application for admission to our Ph.D. program, therefore, is an application for funding. We also welcome applications from students who have external funding or are self-funded, including those pursuing the M.A. only.*

**MULTI-YEAR FUNDING PACKAGE**

If you apply to the History of Science, Medicine, and Technology (HSMT) Ph.D. degree program without external or self-funding and are accepted, you will be offered a multyear support package, which begins in your first year. The details of our support guarantees may vary by funding source, field of study, and other circumstances, and the guarantee is, of course, contingent on satisfactory progress and performance. Most of our support packages offer five years of support and begin with a fellowship year from the UW–Madison Graduate School, generously funded by the Wisconsin Alumni Research Foundation (http://www.warf.org/stewardship/grants-support/current/current-grant.cmsx). Our most distinguished packages include two years of fellowships:

- Graduate Research Scholar fellowships (http://ls.wisc.edu/current-students/graduate-students/cgrs/) for underrepresented students or first-generation college students—offered annually
- John A. Neu Fellowship in the History of Science, Medicine, and Technology—offered as endowment income permits

Additional years of guaranteed funding will come from employment as teaching assistants or project assistants or additional fellowships.

**COMPETING FOR ADDITIONAL SUPPORT**

All students in good standing can apply for writing prizes, conference travel awards, and supplements to external awards. Once graduate students have passed their preliminary examination and advanced to candidacy, they may apply for various departmental fellowships and research travel funding.

Further funding opportunities are available to students who have reached the advanced stages of dissertation writing. Our advanced dissertators may apply for teaching fellowships that give them the opportunity to design and teach an undergraduate course—the Merle Curti Teaching Fellowship (https://history.wiscweb.wisc.edu/graduate/prospective-students/funding/merle-curti-teaching-fellowship/) (open field), the George L. Mosse Teaching Fellowship in European History (https://mosseprogram.wisc.edu/fellowships/), and the William J. Courtenay Teaching Fellowship in ancient, medieval, or early modern European history. The William Coleman Dissertation Fellowship in the History of Science (https://history.wisc.edu/our-graduate-program/current-students/funding-opportunities/) supports one semester of advanced dissertation writing, as does the David and Greta Lindberg Distinguished Graduate Fellowship. (These fellowships are offered as...
often as endowment income permits.) Thanks to funding provided by the Doris G. Quinn Foundation (https://dorisgquinnfoundation.org/), we are also pleased to offer a dissertation fellowship, which supports the final year of dissertation writing in any field.

In addition, UW–Madison offers a wealth of other opportunities to compete for funding offered, for example, by the International Division (http://international.wisc.edu/funding-your-international-experiences/), the Institute for Research in the Humanities (http://irh.wisc.edu/fellowships/dissertation/), and the UW Graduate School (research and conference travel awards (https://grad.wisc.edu/studentfunding/grantscomp/)).

More details on our funding for current/continuing students are available here (https://history.wiscweb.wisc.edu/our-graduate-program/current-students/funding-opportunities/).

* If you wish to apply only for the HSMT MA (also known as the terminal MA) or for the MA in History of Medicine for Health Professionals, please describe your sources of support on the History Supplemental Application. For information on the cost of graduate study at UW–Madison, see this link (https://grad.wisc.edu/admissions/cost/).

### REQUIREMENTS

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

### MAJOR REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW–Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
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</tbody>
</table>

**Credit Requirement**

#### REQUIRED COURSES

<table>
<thead>
<tr>
<th>M.A. Course Requirements</th>
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<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>HIST SCI 720</td>
<td>Proseminar: Historiography and Methods</td>
<td>3</td>
</tr>
<tr>
<td>HISTORY 701</td>
<td>History in a Global Perspective</td>
<td>1</td>
</tr>
<tr>
<td>HISTORY 800</td>
<td>Research Seminar in History (or an equivalent research seminar)</td>
<td>3</td>
</tr>
</tbody>
</table>

**One course in at least three of the following distribution areas:**

| Science: Ancient through the Enlightenment |
| Modern Science and Technology |
| Medicine and Public Health |
| Race, Gender, Class, and Religion in Science, Medicine, and Technology |
| All HSMT Courses (http://guide.wisc.edu/courses/hist_sci/) |

**Electives**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>11</th>
</tr>
</thead>
</table>

**Total Credits**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>30</th>
</tr>
</thead>
</table>
History of Medicine Specialization

This specialization within the M.A. is intended for students with doctoral training in one of the health professions who wish to pursue a master’s degree in the history of medicine.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required Courses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIST SCI 720</td>
<td>Proseminar: Historiography and Methods</td>
<td>3</td>
</tr>
<tr>
<td>HIST SCI 504</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>HIST SCI/HISTORY/MED HIST 507</td>
<td>Health, Disease and Healing I</td>
<td>3-4</td>
</tr>
<tr>
<td>HIST SCI/HISTORY/MED HIST 508</td>
<td>Health, Disease and Healing II</td>
<td>3-4</td>
</tr>
<tr>
<td>STS 901</td>
<td>Science, Technology and Medicine in Society</td>
<td>3</td>
</tr>
<tr>
<td><strong>Additional History of Medicine course</strong></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>All Medical History Courses (<a href="http://guide.wisc.edu/courses/med_hist/">http://guide.wisc.edu/courses/med_hist/</a>)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Additional History of Science course (300-600 level or above)</strong></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>All History of Science Courses (<a href="http://guide.wisc.edu/courses/hist_sci/">http://guide.wisc.edu/courses/hist_sci/</a>)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Electives</strong></td>
<td></td>
<td>9</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td></td>
<td>30-32</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

UW–Madison Undergraduate

No credits from a previous undergraduate degree are allowed to count toward our graduate degree.

UW–Madison University Special

M.A.: With program approval, students are allowed to count up to 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements. No credits carrying a grade below B are transferable.

M.A. with history of medicine specialization: No credits taken as a UW–Madison University Special student are allowed to count toward the degree.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

M.A.: Total credits transferred for the M.A. degree may not exceed 12 credits. No credits earned more than five years before admission to the M.A. program may be used. No credits carrying a grade below B may be applied toward graduate credit requirements.

M.A. with history of medicine specialization: Students can apply up to 6 credits from previous professional advanced degree work in one of the health professions toward the M.A. degree. No credits earned more than five years before admission to the M.A. program may be used. No credits carrying a grade below B are transferable.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) for all students to seek grievance assistance and support
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and
conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)

- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of programdepartmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Part time enrollment is permitted, full time preferred.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
The Department of History is committed to training our students to develop skills required for a variety of careers both in and outside the academy. Although a large network of our alumni teach at colleges and universities in the U.S. and across the world, a number of our Ph.D.s have enjoyed considerable success outside the academy. They include recent graduates who are currently a museum curator, teachers at prestigious preparatory academies, a historian with the U.S. Secretary of Defense’s POW/Missing Persons Agency, a CEO of an investment firm, an analyst for a defense contractor, an editor at a small press, and consultants working with non-profits in the human services, education, and public policy fields. In recent years we have undertaken a number of initiatives, detailed below, to broaden the training of our students for a wide array of careers.

Much of the preparation for the job market occurs informally and over the course of the student’s graduate career—in the mentoring relationship between faculty advisor and student, in the presentation of student research in department venues, in the student’s participation in professional conferences, and in early forms of professional publication. Coursework, such as for the minor requirement or certificates, can be an avenue to expanded competencies. The Center for Humanities, for example, offers a Public Humanities certificate (http://humanities.wisc.edu/public-humanities/graduate-certificate/). Be sure to explore the Graduate School’s resources such as “The Versatile PhD (https://grad.wisc.edu/pd/versatilephd/)” and its Professional Development pages (http://grad.wisc.edu/pd/).

Whatever career paths interest you, we encourage you to plan ahead and discuss your options—early and often—with your faculty advisor(s), with the Director of Graduate Studies, or with the Graduate Coordinator.

PROFESSIONAL DEVELOPMENT EVENTS
Throughout the year, the Graduate Program sponsors various workshops intended to help students negotiate specific milestones of graduate study and to assist them in preparing for and going on the job market as they near completion of the Ph.D. Our programming currently includes:

Preliminary Examination Workshop
This offers a discussion of the various requirements for preliminary examinations: how to assemble committees, compiling reading lists, Graduate School requirements, and more.

Curriculum Vitae Workshops
These workshops are designed for students at all levels, ranging from first-year students writing CVs for campus positions to advanced dissidenters on the job market.

Mock Interviews
The Graduate Program offers a series of opportunities to practice with a committee of our faculty for AHA interviews and on-campus job talks. They are open to a limited number of students who expect to be actively on the job market in the fall.

Careers in History Workshops
Our program is committed to helping its graduates seek and secure employment following the completion of their Ph.D. Since the financial crisis in 2008, the academic job market has softened markedly. While the Graduate Program continues to provide outstanding preparation for academic jobs, we also encourage our students to think more broadly about their career prospects and the transferability of their skills. As funds permit, we occasionally bring to campus History graduates who are working in the non-profit, private, or public-sector to meet with current graduate students and share their experience. We also offer opportunities to learn best practices for post-doctoral fellowship applications.

LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry in HSMT.
2. Identifies sources and assembles evidence pertaining to questions or problems in HSMT.
3. Demonstrates understanding of science, medicine, and technology in a range of historical, social, cultural, and global contexts.
4. Chooses the most appropriate methodologies and practices for a chosen research project.
for the strength and diversity of its areas of study and its warm, collegial environment. All historical aspects of science, medicine, and technology receive attention—from their internal development to their broader institutional, philosophical, religious, and literary contexts, as well as their relationships with print culture, visual culture, and material culture. Students and faculty regularly participate in the program’s weekly Brown Bag and monthly colloquium series, both of which provide opportunities to present work, discuss professional issues, and engage with a wide range of on-campus and outside speakers.

Graduate students come to the HSMT degree program from a variety of backgrounds in the sciences and humanities and with diverse professional goals. The program maintains a policy of maximum flexibility and, insofar as possible, tailors the work required for the degree to fit the individual. Students are encouraged to undertake work in related programs such as history, philosophy, science and technology studies, and the various sciences. Joint degrees in HSMT and another degree program are also possible (see below). Our graduates pursue research and teaching careers in the history of science, medical history, history of technology, intellectual and cultural history, science in general education programs, science writing, and museum work.

JOINT PH.D. IN HISTORY AND HISTORY OF SCIENCE

Students who wish to obtain a joint Ph.D. in History and the History of Science, Medicine, and Technology are initially admitted to one of the degree programs, and should indicate interest in the joint Ph.D. program at that time. After completion of a master’s degree in History or History of Science, Medicine, and Technology, the student applies for admission to the other degree program and, at the same time, to a standing committee of the two programs for admission to the joint program.

Having been admitted to the other degree program and to the joint Ph.D. program, the student then applies to the Graduate School for approval of the joint Ph.D. (See the Graduate School’s academic policy regarding joint degrees (http://grad.wisc.edu/acadpolicy/) for more information and deadlines.) The student’s application to the standing committee should take the same form as required by the Graduate School and should be prepared in close consultation with department faculty/staff.

Students in the joint Ph.D. program are assigned a home degree program and follow the regulations of that degree program with regard to seminar requirements, language requirements, financial aid, and regulations for satisfactory progress. Since the joint Ph.D. meets the doctoral minor requirement of the Graduate School, no formal minor is required of students receiving a joint Ph.D. However, students who wish to have a formal field recorded on the transcript may complete a regular Option A or Option B minor, or the internal minor of the department.

The joint Ph.D. student’s work is supervised by a committee consisting of three faculty members (two from the home degree program). The preliminary examinations test the student’s competence in both history and history of science, medicine, and technology, balancing the material and fields between the two departments (e.g. two in each, or three in one and two in the other). The number of prelim fields must equal the number required of students majoring exclusively in history or in history of science, medicine, and technology, plus one. Preparation of the Ph.D. dissertation is guided by the student’s supervising committee. Satisfactory completion and defense of the dissertation constitute the final requirements for the joint Ph.D. degree.

JOINT PH.D. WITH OTHER DEGREE PROGRAMS

Students in the History of Science, Medicine, and Technology degree program who wish to pursue a joint Ph.D. (one degree, two majors) with another degree program must first be admitted to the other
degree program. The proposal for the degree must be approved by the Department of History’s Graduate Council before it is submitted to the Graduate School. Students admitted to a joint Ph.D. will satisfy all the normal requirements of their field in History except the minor requirement.

In past years, HSMT students have successfully completed a joint Ph.D. with the Philosophy, Classics, Psychology, History, Chemistry, Mathematics, and Physics degree programs.

For more information on joint Ph.D. options, please contact the graduate program coordinator.

PROGRAM IN GENDER AND WOMEN’S HISTORY (PGWH)

Working under the supervision of a PGWH faculty member, History of Science, Medicine, and Technology students may organize their studies to emphasize gender, women’s history, or sexuality. They meet all their HSMT requirements, take the PGWH core seminar on transnational gender history, and take at least two additional History or HSMT graduate seminars that are gender-specific.

Applicants to the HSMT degree program who wish to be considered for the concentration in gender and women’s history should indicate this on their Graduate School application.

For more details, see Program in Gender and Women’s History (https://history.wisc.edu/fields-programs-and-working-groups/program-in-gender-and-womens-history/) or contact the graduate program coordinator.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

Requirements | Detail
---|---
Fall Deadline | December 1
Spring Deadline | This program does not admit in the spring.
Summer Deadline | This program does not admit in the summer.
GRE (Graduate Record Examinations) | Not required.
English Proficiency Test | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).
Other Test(s) (e.g., GMAT, MCAT) | n/a
Letters of Recommendation Required | 3

All applicants must meet UW-Madison Graduate School’s minimum applicant requirements (https://grad.wisc.edu/admissions/requirements/), in addition to the below History Graduate Program requirements described below.

APPLICATION DEADLINE: DECEMBER 1ST

To apply, applicants must submit or declare the following in the online application (https://grad.wisc.edu/apply/):

History Supplemental Application

This section of the application asks you to provide information about your research interests, declare your preferred faculty advisors, and outline your prior language preparation (if any).

Writing Sample

Provide a sample that best illustrates the quality of your written work (optimally no more than 50 pages, double-spaced; maximum file size 6 MB).

Transcripts

Upload an unofficial copy of your transcript from all institutions attended, showing any undergraduate and graduate degrees awarded. If accepted, you will be required to send two official transcripts from each institution.

CV or Resumé

This should highlight your accomplishments and qualifications including academic honors or distinctions; professional, research, and/or teaching experience; and any publications.

Letters of recommendation

Provide contact information for the three individuals who will furnish recommendations on your behalf. (They will receive an upload link by email.) Your letter writers need not be historians, but they should be able to speak to your academic preparation to pursue historical studies at the graduate level.

Statement of purpose

The statement of purpose (2–3 pages, double-spaced) explains your reasons for graduate study. It may be the hardest part of the application to write, but it is also the most important. While you will likely include some autobiographical information, its primary purpose is to acquaint us with how your mind works. We want to know, for example, what kinds of intellectual problems and issues interest you, whose stories intrigue you, what sorts of analytical or narrative approaches you like to pursue, which historical writings you admire—and your reasons for these various preferences. Please help us understand your decision to enter the historical profession, especially at a time when the academic job market is in decline, and how you see your own role in it. There is no single right way to approach this part of the application, but we suggest that you bear in mind the usual cautions for personal writing: speak straightforwardly, in your own voice, and write as well as you know how.

INTERNATIONAL APPLICANTS

All international applicants must also meet the English Proficiency requirements (https://grad.wisc.edu/admissions/requirements/) set forth by the Graduate School.

For additional detail about the admissions process, please visit the Prospective Student (https://history.wisc.edu/our-graduate-program/prospective-students/) pages on our website.
**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

We offer funding only to students who intend to pursue the Ph.D.—an application for admission to our Ph.D. program, therefore, is an application for funding. We also welcome applications from students who have external funding or are self-funded, including those pursuing the M.A. only.*

**MULTI-YEAR FUNDING PACKAGE**

If you apply to the History of Science, Medicine, and Technology (HSMT) Ph.D. degree program without external or self-funding and are accepted, you will be offered a multi-year support package, which begins in your first year. The details of our support guarantees may vary by funding source, field of study, and other circumstances, and the guarantee is, of course, contingent on satisfactory progress and performance. Most of our support packages offer 5 years of support and begin with a fellowship year from the UW–Madison Graduate School, generously funded by the Wisconsin Alumni Research Foundation (http://www.warf.org/stewardship/grants-support/current/current-grant.cmsx). Our most distinguished packages include two years of fellowships:

- Graduate Research Scholar fellowships (http://ls.wisc.edu/current-students/graduate-students/cgrs/) for underrepresented students or first-generation college students—offered annually
- John A. Neu Fellowship in the History of Science, Medicine, and Technology—offered as endowment income permits

Additonal years of guaranteed funding will come from employment as teaching assistants or project assistants or additional fellowships.

**COMPETING FOR ADDITIONAL SUPPORT**

All students in good standing can apply for writing prizes, conference travel awards, and supplements to external awards. Once graduate students have passed their preliminary examination and advanced to candidacy, they may apply for various departmental fellowships and research travel funding.

Further funding opportunities are available to students who have reached the advanced stages of dissertation writing. Our advanced dissertators may apply for teaching fellowships that give them the opportunity to design and teach an undergraduate course—the Merle Curti Teaching Fellowship (https://history.wisc.edu/graduate/prospective-students/funding/merle-curti-teaching-fellowship/) (open field), the George L. Mosse Teaching Fellowship in European History (https://mosseprogram.wisc.edu/exchange/), and the William J. Courtenay Teaching Fellowship in ancient, medieval, or early modern European history. The William Coleman Dissertation Fellowship in the History of Science (https://history.wisc.edu/our-graduate-program/current-students/funding-opportunities/) supports one semester of advanced dissertation writing, as does the David and Greta Lindberg Distinguished Graduate Fellowship. (These fellowships are offered as often as endowment income permits.) Thanks to funding provided by the Doris G. Quinn Foundation (https://dorisgquinnfoundation.org/), we are also pleased to offer a dissertator Fellowship, which supports the final year of dissertation writing in any field.

In addition, UW–Madison offers a wealth of other opportunities to compete for funding offered, for example, by the International Division (http://international.wisc.edu/funding-your-international-experiences/), the Institute for Research in the Humanities (http://irh.wisc.edu), and the UW Graduate School (research and conference travel awards (https://grad.wisc.edu/studentfunding/grantscomp/)).

More details on our funding for current/continuing students are available here (https://history.wisc.edu/our-graduate-program/current-students/funding-opportunities/).

* If you wish to apply only for the HSMT M.A. (also known as the terminal M.A.) or for the M.A. in History of Medicine for Health Professionals, please describe your sources of support on the History Supplemental Application. For information on the cost of graduate study at UW–Madison, see this link (https://grad.wisc.edu/admissions/cost/).

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**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Minimum</th>
<th>51 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit</td>
<td>Requirement</td>
</tr>
</tbody>
</table>
Minimum Residence Credit Requirement 32 credits

Minimum Graduate Coursework Requirement Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.

Overall Graduate GPA Requirement 3.25 GPA required.

Other Grade Requirements The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations In order to receive the History Ph.D., all students must pass the preliminary exam and the Ph.D. dissertation defense.

Preliminary Examination: Each field of study has its own exact requirements for prelims, but all include written exams and an oral defense of the student's research proposal and knowledge of the field.


Language Requirements The HSMT Ph.D. requires proficiency in two foreign languages. (Students who are working toward a degree as part of a combined M.D./Ph.D. program only need to demonstrate proficiency in one language.) The candidate must have demonstrated proficiency in one language in order to pass the Second-Year Review and must demonstrate proficiency in the second language before achieving dissertator (ABD) status. ABD status, with its attendant reduction in tuition, is contingent upon satisfying the two-language requirement.

The two languages are normally French and German; other languages, including quantitative methods, may be substituted when appropriate, by approval of the advisor. Substitutions require early action on the part of the student.


Doctoral Minor/Breadth Requirements All doctoral students are required to complete a minor (9 credits minimum).

REQUIRED COURSES

In addition to completing the M.A. course requirements (below), Ph.D. students must complete their doctoral minor (9 credits) and gain proficiency in a second foreign language prior to taking the preliminary examination. After passing the preliminary examination, students register for 990 (Research and Thesis) credits every semester until they deposit their dissertation.

M.A. Course Requirements

<table>
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<tr>
<th>Code</th>
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<td>Proseminar: Historiography and Methods</td>
<td>3</td>
</tr>
<tr>
<td>HISTORY 701</td>
<td>History in a Global Perspective</td>
<td>1</td>
</tr>
<tr>
<td>HISTORY 800</td>
<td>Research Seminar in History (or an equivalent research seminar)</td>
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One course in at least three of the following distribution areas:

- Science: Ancient through the Enlightenment
- Modern Science and Technology
- Medicine and Public Health
- Race, Gender, Class, and Religion in Science, Medicine, and Technology
- All HIST SCI Courses (http://guide.wisc.edu/courses/hist_sci/)

Electives 11

Work with advisor to complete 11 additional credits in courses greater than 700.

Total Credits 30

History of Medicine Specialization

This specialization within the M.A. is intended for students with doctoral training in one of the health professions who wish to pursue a master's degree in the history of medicine.

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<td>Science, Technology and Medicine in Society</td>
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Additional History of Medicine course 3

Additional History of Science course (300-600 level or above) 3

All History of Science Courses (http://guide.wisc.edu/courses/hist_sci/)

Electives 9

Total Credits 30-32

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
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PROGRAM RESOURCES
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Much of the preparation for the job market occurs informally and over the course of the student’s graduate career—in the mentoring relationship between faculty advisor and student, in the presentation of student research in department venues, in the student’s participation in professional conferences, and in early forms of professional publication. Coursework, such as for the minor requirement or certificates, can be an avenue to expanded competencies. The Center for Humanities, for example, offers a Public Humanities certificate (http://humanities.wisc.edu/public-humanities/graduate-certificate/). Be sure to explore the Graduate School’s resources such as “The Versatile PhD (https://grad.wisc.edu/pd/versatilephd/)” and its Professional Development pages (http://grad.wisc.edu/pd/).

Whatever career paths interest you, we encourage you to plan ahead and discuss your options—early and often—with your faculty advisor(s), with the Director of Graduate Studies, or with the Graduate Coordinator.

PROFESSIONAL DEVELOPMENT SEMINARS
(HISTORY 710)
This topics seminar is offered every semester. It emphasizes building skills that are valuable both inside and outside the academy, such as managing the writing process, teaching college history, or communicating historical research to a broad, nonspecialist audience. Since it is a topics course, more than one may be offered in a given semester. Recent topics include “Writing for Academy and Beyond,” “Digital History,” and “On the Job Market.”

PROFESSIONAL DEVELOPMENT EVENTS
Throughout the year, the Graduate Program sponsors various workshops intended to help students negotiate specific milestones of graduate study and to assist them in preparing for and going on the job market as they near completion of the Ph.D. Our programming currently includes:

Preliminary Examination Workshop
This offers a discussion of the various requirements for preliminary examinations: how to assemble committees, compiling reading lists, Graduate School requirements, and more.

Curriculum Vitae Workshops
These workshops are designed for students at all levels, ranging from first-year students writing CVs for campus positions to advanced dissertators on the job market.

Mock Interviews
The Graduate Program offers a series of opportunities to practice with a committee of our faculty for AHA interviews and on-campus job talks. They are open to a limited number of students who expect to be actively on the job market in the fall.

Careers in History Workshops
Our program is committed to helping its graduates seek and secure employment following the completion of their Ph.D. Since the financial crisis in 2008, the academic job market has softened markedly. While the Graduate Program continues to provide outstanding preparation for academic jobs, we also encourage our students to think more broadly about their career prospects and the transferability of their skills. As funds permit, we occasionally bring to campus History graduates who are working in the non-profit, private, or public-sector to meet with current graduate students and share their experience. We also offer opportunities to learn best practices for post-doctoral fellowship applications.

LEARNING OUTCOMES
1. Articulates research problems clearly and understands the limits of current theories, knowledge, or practices within HSMT.
2. Pushes the boundaries of current knowledge in HSMT in formulating research questions, in the selection or use of primary sources, or in interpreting evidence.
3. Demonstrates breadth within their learning experiences.
4. Communicates complex ideas in a clear and understandable manner.
5. Gains appropriate experience relating to designing and teaching university-level courses.
6. Is able to articulate the broader significance of their work and the discipline of HSMT to scholars in other fields or disciplines and to the wider public.
7. Fosters ethical and professional conduct.

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
Total credits transferred for the Ph.D. requirements, including those approved for the M.A., may not exceed 19 credits. No credits earned more than ten years before admission to the Ph.D. program may be used. A maximum of 5 credits earned between five and ten years before admission to the Ph.D. program may be used. No credits carrying a grade below B may be applied toward graduate credit requirements.
These resources may be helpful in addressing your concerns:

GRIEVANCES AND APPEALS

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Part-time enrollment is permitted, full-time preferred.

PEOPLE


See our faculty profiles—alphabetical (https://history.wisc.edu/people-main/faculty-listed-alphabetically/) and by specialty (https://history.wisc.edu/people-main/faculty-by-area-of-specialty/).

Faculty Affiliates and Teaching Associates: Carlsson, Chopra, Clark-Pujara, Cullinane, Ermakov, Greene, Keyser, McGarr, Nelson (A.), Rider, Sharafi, Stern
HISTORY, DOCTORAL MINOR

Students in other degree programs who wish to pursue a minor in the History degree program must reach an agreement on an appropriate plan of study with a History faculty member, who serves as the minor advisor. The "Minor Agreement for Non-History Majors" form can be found on the Department of History's website (https://history.wisc.edu/wp-content/uploads/sites/202/2018/07/graduate-minoragreement-nonhistorymajors.pdf), and must be approved by the Graduate Program Coordinator and the Director of Graduate Studies prior to the beginning of coursework.

REQUIREMENTS

CREDITS REQUIRED: 9

Any History (http://guide.wisc.edu/courses/history/) courses that fit within the following criteria may be used to fulfill the 9-credit requirement:

- At least 6 credits in graduate seminars, and no more than 3 credits in undergraduate courses.
- HISTORY 990 Research and Thesis may not be used to fulfill the minor requirement
- The minor field may include up to 3 credits of HISTORY 999 Independent Work, provided that the student produces at least 15 pages of written work

PEOPLE


See our faculty profiles—alphabetical (https://history.wisc.edu/people-main/faculty-listed-alphabetically/) and by specialty (https://history.wisc.edu/people-main/faculty-by-area-of-specialty/).

Faculty Affiliates and Teaching Associates: Carlsson, Chopra, Clark-Pujara, Cullinane, Ermakoff, Greene, Keysor, McGarr, Nelson (A.), Rider, Sharaafi, Stern

See our faculty affiliate (https://history.wisc.edu/people-main/faculty-affiliates/) and teaching associate (https://history.wisc.edu/people-main/teaching-associates/) profiles.

HISTORY, M.A.

With some 130 graduate students and nearly 60 faculty members, the Department of History is home to one of the oldest, most distinguished, and most comprehensive graduate programs in the US, renowned for its long and valued tradition of collegiality and openness. We offer separate graduate degrees in History and in the History of Science, Medicine, and Technology. All told, our internationally recognized faculty (https://history.wisc.edu/people-main/faculty-listed-alphabetically/) has been mentoring distinguished historians since 1893 (https://history.wisc.edu/our-graduate-program/doctors-awarded/).

Our degree program in History is designed to meet the needs of the Ph.D. candidate, and we offer funding (https://history.wisc.edu/graduate/prospective-students/funding/) only to students who intend to pursue the Ph.D. However, we also welcome applications from students who wish to earn only the M.A. if they have external funding or are self-funded.

Graduate training in the History degree program is organized by primary fields of study. Although most of our students are trained in a single field of study, students whose research interests span more than one field have the option to craft an individual plan of study (https://history.wisc.edu/graduate/individual-plan-of-study/).

We offer the following primary fields of study (https://history.wisc.edu/fields-programs/) in the History degree program:

- African History
- East Asian History
- European History—Ancient, Medieval, Early Modern, and Modern
- Latin American and Caribbean History
- Middle East and North African History
- South Asian History
- Southeast Asian History
- US/North American History

Within their primary field of study, students also have the opportunity to organize their studies thematically. Our faculty's special thematic strengths (https://history.wiscweb.wisc.edu/people-main/faculty-by-area-of-specialty/) are in:

- Borderlands and diasporas
- Environmental history
- Gender and Women's History, Program in (https://history.wisc.edu/fields-programs-and-working-groups/program-in-gender-and-womens-history/)
- History of Science, Medicine, and Technology (https://history.wisc.edu/fields-programs-and-working-groups/history-of-science-medicine-and-technology/faculty-associates-affiliates/)
- Intellectual and cultural history
- Jewish History, Program in (https://history.wisc.edu/fields-programs-and-working-groups/program-in-jewish-history/)
- Labor and political economy
- Race, ethnicity, and indigeneity
- Religion and ritual
- War in Society and Culture Program (https://history.wisc.edu/fields-programs-and-working-groups/war-in-society-and-culture-program/)

Our faculty train resourceful researchers, committed teachers, and engaged public intellectuals. We offer a rigorous course of study that combines independent and collaborative work and that emphasizes scholarly and intellectual connectedness. The department strongly supports the Wisconsin Idea (https://www.wisc.edu/wisconsin-idea/), the principle that education should influence and improve people's lives beyond the university classroom. For more than 100 years, this idea has
guided the university’s work. Students pursue a variety of careers, both inside and outside the academy.

OTHER DEGREE OPTIONS INCLUDE:

BRIDGE PROGRAM WITH UW–MADISON’S DEPARTMENT OF AFRO-AMERICAN STUDIES

This academic partnership is designed to allow students to complete the M.A. in the Department of Afro-American Studies and the Ph.D. in History. It enables the Afro-American Studies student who specializes in the History area to meet the basic requirements of the History M.A. while completing a degree in Afro-American Studies. Students may apply simultaneously to the two departments or may apply to the Department of History after they begin their program in the Department of Afro-American Studies, usually in the fall of the first or second M.A. year.

For details, see The Bridge Program (https://history.wiscweb.wisc.edu/our-graduate-program/bridge-program/) or contact the graduate program coordinator.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
</tbody>
</table>

All applicants must meet UW–Madison Graduate School’s minimum applicant requirements (https://grad.wisc.edu/admissions/requirements/), in addition to the below History Graduate Program requirements described below.

APPLICATION DEADLINE: DECEMBER 1

To apply, applicants must submit or declare the following in the online application (https://grad.wisc.edu/apply/):

<table>
<thead>
<tr>
<th>Description</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>History Supplemental Application</td>
<td>This section of the application asks you to provide information about your research interests, declare your preferred faculty advisors, and outline your prior language preparation (if any).</td>
</tr>
<tr>
<td>Writing Sample</td>
<td>Provide a sample that best illustrates the quality of your written work (optimally no more than 50 pages, double-spaced; maximum file size 6 MB).</td>
</tr>
<tr>
<td>Transcripts</td>
<td>Upload an unofficial copy of your transcript from all institutions attended, showing any undergraduate and graduate degrees awarded. If accepted, you will be required to send two official transcripts from each institution.</td>
</tr>
<tr>
<td>CV or Resumé</td>
<td>This should highlight your accomplishments and qualifications including academic honors or distinctions; professional, research, and/or teaching experience; and any publications.</td>
</tr>
<tr>
<td>Letters of recommendation</td>
<td>Provide contact information for the three individuals who will furnish recommendations on your behalf. (They will receive an upload link by email.) Your letter writers need not be historians, but they should be able to speak to your academic preparation to pursue historical studies at the graduate level.</td>
</tr>
<tr>
<td>Statement of purpose</td>
<td>The statement of purpose (2–3 pages, double-spaced) explains your reasons for graduate study. It may be the hardest part of the application to write, but it is also the most important. While you will likely include some autobiographical information, its primary purpose is to acquaint us with how your mind works. We want to know, for example, what kinds of intellectual problems and issues interest you, whose stories intrigue you, what sorts of analytical or narrative approaches you like to pursue, which historical writings you admire—and your reasons for these various preferences. Please help us understand your decision to enter the historical profession, especially at a time when the academic job market is in decline, and how you see your own role in it. There is no single right way to approach this part of the application, but we suggest that you bear in mind the usual cautions for personal writing: speak straightforwardly, in your own voice, and write as well as you know how.</td>
</tr>
</tbody>
</table>

INTERNATIONAL APPLICANTS

All international applicants must also meet the English Proficiency requirements (https://grad.wisc.edu/admissions/requirements/) set forth by the Graduate School.

For additional detail about the admissions process, please visit the Prospective Student (https://history.wisc.edu/our-graduate-program/prospective-students/) pages on our website.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
PROGRAM RESOURCES

We offer funding only to students who intend to pursue the Ph.D.—an application for admission to our Ph.D. program, therefore, is an application for funding. We also welcome applications from students who have external funding or are self-funded, including those pursuing the M.A. only.*

MULTI-YEAR FUNDING PACKAGE

If you apply to the History Ph.D. degree program without external or self-funding and are accepted, you will be offered a multiyear support package, which begins in your first year. The details of our support guarantees may vary by funding source, field of study, and other circumstances, and the guarantee is, of course, contingent on satisfactory progress and performance. Most of our support packages offer 5 years of support and begin with a fellowship year from the UW–Madison Graduate School, generously funded by the Wisconsin Alumni Research Foundation (http://www.warf.org/stewardship/grants-support/current/current-grant.cmsx). Our most distinguished packages include two years of fellowships and may also include summer support:

- Graduate Research Scholar fellowships (http://ls.wisc.edu/current-students/graduate-students/cgrs/) for underrepresented students or first-generation college students—offered annually
- George L. Mosse fellowships in modern Jewish history, European cultural history, or LGBTQ history—offered annually or as endowment income permits
- Julie A. and Peter M. Weil Fellowship (https://history.wisc.edu/our-graduate-program/prospective-students/julie-a-and-peter-m-weil-distinguished-graduate-fellowship/) in American Jewish history and select U.S. history fields—offered annually or as endowment income permits
- William J. Courtenay Fellowship in Medieval history—offered as funds permit
- Gerda Lerner Fellowship (https://history.wisc.edu/our-graduate-program/prospective-students/funding/) in women’s history—offered as funds permit

Additional years of guaranteed funding will come from employment as teaching assistants or project assistants or additional fellowships.

COMPETING FOR ADDITIONAL SUPPORT

All students in good standing can apply for writing prizes, conference travel awards, and supplements to external awards. Once graduate students have passed their preliminary examination and advanced to candidacy, they may apply for various departmental fellowships and research travel funding.

For students who have reached the advanced stages of dissertation writing, further funding opportunities are available. Our advanced dissertators may apply for teaching fellowships that give them the opportunity to design and teach an undergraduate course—the Merle Curti Teaching Fellowship (https://history.wisc.edu/our-graduate-program/current-students/funding-opportunities/merle-curti-teaching-fellowship/) (any field of study), the George L. Mosse Teaching Fellowship in European History, and the William J. Courtenay Teaching Fellowship in ancient, medieval, or early modern European history. (These fellowships are offered as often as endowment income permits.) Thanks to funding provided by the Doris G. Quinn Foundation (https://dorisgquinnfoundation.org/), we are also pleased to offer a dissertator fellowship, which provides financial support for the final year of dissertation writing in any field.

In addition, UW–Madison offers a wealth of other opportunities to compete for funding offered, for example, by the International Division (http://international.wisc.edu/funding-your-international-experiences/), the Institute for Research in the Humanities (http://irh.wisc.edu), and the UW Graduate School (research and conference travel awards (https://grad.wisc.edu/studentfunding/grantscomp/)).

More details on our funding for current/continuing students are available here (https://history.wisc.edu/our-graduate-program/current-students/funding-opportunities/).

* If you wish to apply only for the History M.A. (also known as the terminal M.A.), please describe your sources of support on the History Supplemental Application. For information on the cost of graduate study at UW–Madison, see this link (https://grad.wisc.edu/admissions/cost/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Minimum</th>
<th>30 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit</td>
<td>Requirement</td>
</tr>
<tr>
<td>Minimum</td>
<td>24 credits</td>
</tr>
<tr>
<td>Residence</td>
<td>Credit</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement: Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement: 3.00 (3.25 after 4th semester of full-time study)

Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations: In order to receive the Master's Degree in History, students must pass the Second-Year Review (SYR). A passing review requires that students: complete a 35-page research paper, fulfill one language requirement, complete 30 graduate credits, clear all incompletes, fulfill any additional requirements for their specific field of study, submit a list of prelim fields along with a timeline for completing prelims, and receive a positive endorsement from the three faculty members on the review committee.

Language Requirements: All students must demonstrate, at a minimum, reading knowledge of at least one language other than English. Each field of study determines which languages may be used to satisfy the language requirement; see our Graduate Program Handbook (https://history.wiscweb.wisc.edu/wp-content/uploads/sites/202/2017/05/graduate-handbook2017-18.pdf) for details.

### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HISTORY 701</td>
<td>History in a Global Perspective</td>
<td>1</td>
</tr>
<tr>
<td>HISTORY 800</td>
<td>Research Seminar in History (or an equivalent research seminar in the student's field of study)</td>
<td>3</td>
</tr>
</tbody>
</table>

Electives: Work with advisor to complete 26 credits of graduate-level courses

All History Courses (http://guide.wisc.edu/courses/history/)

Total Credits: 30

**Additional M.A. Requirements by fields of study**

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### African History

**Course Requirements:** Each student must enroll in a seminar or proseminar (if available) every semester of residence. In their first year, they may enroll in History lecture courses in their area of specialization.

**Language Requirements:** Students must fulfill their M.A. language requirement with an African language.

### East Asian History

**Course Requirements:** Students must complete four graduate courses in East Asian history. These can be upper-division lecture courses or graduate seminars/colloquia (taken for a minimum of 12 credits). At least two of these courses should be in the major field, and at least one should be outside the major field. NOTE: Students should also begin fulfilling the course requirements that must be completed prior to taking preliminary examination. They are required to take one semester each of Chinese, Japanese, and Korean history. They may fulfill this requirement by taking a graduate seminar or an upper-division lecture course. They may also fulfill the requirement by serving as a TA in either an introductory or upper-division course. Students are also required to take HISTORY 703 History and Theory.

**Language Requirements:** Students must complete the eighth semester in their main language (Chinese, Japanese, or Korean) by the time they either undergo the Second-Year Review or complete their fourth semester of coursework.

### European History

**Language Requirements:** Students in Medieval History must demonstrate proficiency in two foreign languages, usually one medieval and one modern.

### Latin American and Caribbean History

**Course Requirements:** Each student must enroll in a seminar or proseminar (if available) every semester of residence. Other courses will include History graduate seminars or similar courses in the culture area of specialization. Undergraduate lecture courses may not be taken for credit unless a faculty advisor or co-advisor approves.

### South Asian History

**Course Requirements:** Each student must enroll in a seminar or proseminar (if available) every semester of residence. In lieu of a History graduate course, they may substitute an independent study in History or a graduate seminar in another department. In their first year, they may enroll in History lecture courses in their area of specialization. Undergraduate lecture courses may not be taken for credit after the first year of graduate study.

**Language Requirements:** Students must complete two years of study in one South Asian language (or demonstrate equivalent proficiency by examination).

### Southeast Asian History

**Course Requirements:** M.A. students shall take six credits of graduate seminar in Southeast Asian history each academic year or, if not available, substitute credits of independent study with a faculty specialist in Southeast Asian history.

**Language Requirements:** Students must complete two years of study (or demonstrate equivalent proficiency by examination) in a Southeast Asian language or, with the approval of the Southeast Asian faculty, in a relevant colonial/imperial language.

### United States History

**Course Requirements:** Students must take:
The core seminar, HISTORY 900 Introduction to History for U.S. Historians, in the fall semester of their first year. This seminar introduces students to the U.S. History faculty and their fields of research and teaches students the core skills of professional historians.

Three three-credit seminars that cover a significant portion of the seventeenth and/or eighteenth centuries, the nineteenth century, and the twentieth century, respectively. If a seminar falls into more than one category, the student may choose the single category for which they will receive credit.

In exceptional circumstances, student may, with the consent of their advisor, take up to six credits in upper-level undergraduate courses. The instructors of such courses have the prerogative to refuse admission to graduate students. NOTE: Prior to completing their preliminary examination, students may use no more than six credits of HISTORY 999 Independent Work to meet the requirements of the major field. Students will probably find it useful to preserve most, if not all, of their six credits of HISTORY 999 for preliminary examination preparation.

Program in Gender and Women's History Concentration
Course Requirements: Students must meet the requirements of their primary field of study; take HISTORY 752 Seminar in Transnational Gender History; and take at least two additional History graduate seminars that are gender-specific, i.e., that have at least a 50% focus on issues and analyses of gender, women, or sexuality.

Policies
Graduate School Policies
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies
Prior Coursework
Graduate Work from Other Institutions
With program approval, students are allowed to count up to 6 credits of graduate coursework from other institutions.

UW–Madison Undergraduate
With program approval, students are allowed to count up to 7 credits of UW–Madison undergraduate coursework (numbered 300 and above).

UW–Madison University Special
With program approval, students are allowed to count 15 credits (numbered 300 or above) of coursework taken as a UW–Madison University Special student.

Probation
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

Advisor / Committee
Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee of advisors, from the major department responsible for providing advice regarding graduate studies. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis. Students can be suspended from the Graduate School if they do not have an advisor.

Credits Per Term Allowed
15 credits

Time Constraints
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Grievances and Appeals
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, postdoctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.
The department generally accepts only those students to whom it can offer a multi-year guarantee of support. These guarantees may vary by funding source, field, and other circumstances, and they are contingent on satisfactory progress and performance. Applicants with access to external resources that can support their graduate study should provide details on the Supplemental Application.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources [https://grad.wisc.edu/pd/] to build skills, thrive academically, and launch your career.

**PROGRAM RESOURCES**

The Department of History is committed to training our students to develop skills required for a variety of careers both in and outside the academy. Although a large network of our alumni teach at colleges and universities in the U.S. and across the world, a number of our Ph.D.s have enjoyed considerable success outside the academy. They include recent graduates who are currently a museum curator, teachers at prestigious preparatory academies, a historian with the U.S. Secretary of Defense’s POW/Missing Persons Agency, a CEO of an investment firm, an analyst for a defense contractor, an editor at a small press, and consultants working with non-profits in the human services, education, and public policy fields. In recent years we have undertaken a number of initiatives, detailed below, to broaden the training of our students for a wide array of careers.

Much of the preparation for the job market occurs informally and over the course of the student’s graduate career—in the mentoring relationship between faculty advisor and student, in the presentation of student research in department venues, in the student’s participation in professional conferences, and in early forms of professional publication. Coursework, such as for the minor requirement or certificates, can be an avenue to expanded competencies. The Center for Humanities, for example, offers a Public Humanities certificate [http://humanities.wisc.edu/public-humanities/graduate-certificate/]. Be sure to explore the Graduate School’s resources such as “The Versatile PhD [https://grad.wisc.edu/pd/versatilephd/]” and its Professional Development pages [http://grad.wisc.edu/pd/].

Whatever career paths interest you, we encourage you to plan ahead and discuss your options—early and often—with your faculty advisor(s), with the Director of Graduate Studies, or with the Graduate Coordinator.

**PROFESSIONAL DEVELOPMENT SEMINARS** (History 710)

This topics seminar is offered every semester. It emphasizes building skills that are valuable both inside and outside the academy, such as managing the writing process, teaching college history, or communicating historical research to a broad, nonspecialist audience. Since it is a topics course, more than one may be offered in a given semester. Recent topics include “Writing for Academy and Beyond,” “Digital History,” and “On the Job Market.”

**PROFESSIONAL DEVELOPMENT EVENTS**

Throughout the year, the Graduate Program sponsors various workshops intended to help students negotiate specific milestones of graduate study and to assist them in preparing for and going on the job market as they near completion of the Ph.D. Our programming currently includes:

**Preliminary Examination Workshop**

This offers a discussion of the various requirements for preliminary examinations: how to assemble committees, compiling reading lists, Graduate School requirements, and more.

**Curriculum Vitae Workshops**

These workshops are designed for students at all levels, ranging from first-year students writing CVs for campus positions to advanced dissorators on the job market.

**Mock Interviews**

The Graduate Program offers a series of opportunities to practice with a committee of our faculty for AHA interviews and on-campus job talks. They are open to a limited number of students who expect to be actively on the job market in the fall.

**Careers in History Workshops**

Our program is committed to helping its graduates seek and secure employment following the completion of their Ph.D. Since the financial crisis in 2008, the academic job market has softened markedly. While the Graduate Program continues to provide outstanding preparation for academic jobs, we also encourage our students to think more broadly about their career prospects and the transferability of their skills. As funds permit, we occasionally bring to campus History graduates who are working in the non-profit, private, or public-sector to meet with current graduate students and share their experience. We also offer opportunities to learn best practices for post-doctoral fellowship applications.

**LEARNING OUTCOMES**

1. Articulates and critiques the theories, research methods, and approaches to historical inquiry in the student’s primary field of study.
2. Demonstrates understanding of the primary field of study in a historical and global context.
3. Is able to identify and make appropriate use of relevant historical sources.
4. Demonstrates the ability to evaluate and synthesize large bodies of scholarship or evidence.
5. Is able to construct a significant and persuasive historical argument that makes an original contribution to historical knowledge.
6. Communicates complex ideas in a clear and understandable manner.
7. Recognizes and applies established principles of ethical and professional conduct.

**PEOPLE**

**Faculty:** Professors Boswell, Cheng, Desan, Enke, Hansen, Hirsch, Houck, Hsia, Kantrowitz, Keller, Kleiwegt, Kodesh, Lederer, McCoy, McDonald, Michels, Mitman, Neville (chair), Nyhart, Plummer, Ratner-Rosenhagen, Reese, Roberts, Shoemaker, Sweet, Thal, Wandel, Young; Associate Professors Callaci, Chamedes, Ciancia, Dennis, Gómez, Hall, Haynes, Hennessy, Iber, Ipson, Kim, (C.), Kinzley, Lapina, Murthy, Nelson (N.), Taylor, Ussishkin; Assistant Professors Banerjee, Bitzan, Bloch, Brown, Kennedy, Kim, (M.), Ramirez, Rock-Singer, Stolz, Suarez, Useche, Villeneuve, Whiting, Williford

See our faculty profiles—alphabetical [https://history.wisc.edu/people-main/faculty-listed-alphabetically/] and by specialty
Our degree program in History is designed to meet the needs of the Ph.D. candidate, and we offer funding (https://history.wisc.edu/graduate/prospective-students/funding/) only to students who intend to pursue the Ph.D. However, we also welcome applications from students who wish to earn only the M.A. if they have external funding or are self-funded.

Graduate training in the History degree program is organized by primary fields of study. Although most of our students are trained in a single field of study, students whose research interests span more than one field have the option to craft an individual plan of study (https://history.wisc.edu/graduate/individual-plan-of-study/).

We offer the following primary fields of study (https://history.wisc.edu/fields-programs/) in the History degree program:

- African History
- East Asian History
- European History—Ancient, Medieval, Early Modern, and Modern
- Latin American and Caribbean History
- Middle East and North African History
- South Asian History
- Southeast Asian History
- U.S./North American History

Within their primary field of study, students also have the opportunity to organize their studies thematically. Our faculty’s special thematic strengths (https://history.wisc.edu/people-main/faculty-by-area-of-specialty/) are in:

- Borderlands and diasporas
- Environmental history
- Gender and Women’s History, Program in (https://history.wisc.edu/fields-programs-and-working-groups/program-in-gender-and-womens-history/)
- History of Science, Medicine, and Technology (https://history.wisc.edu/fields-programs-and-working-groups/history-of-science-medicine-and-technology/faculty-associates-affiliates/)
- Intellectual and cultural history
- Labor and political economy
- Race, ethnicity, and indigeneity
- Religion and ritual
- War in Society and Culture Program (https://history.wisc.edu/fields-programs-and-working-groups/war-in-society-and-culture-program/)

Our faculty train resourceful researchers, committed teachers, and engaged public intellectuals. We offer a rigorous course of study that combines independent and collaborative work and that emphasizes scholarly and intellectual connectedness. The department strongly supports the Wisconsin Idea (https://www.wisc.edu/wisconsin-idea/), the principle that education should influence and improve people’s lives beyond the university classroom. For more than 100 years, this idea has guided the university’s work. Students pursue a variety of careers, both inside and outside the academy.

**OTHER DEGREE OPTIONS INCLUDE:**

**BRIDGE PROGRAM WITH UW–MADISON’S AFRO-AMERICAN STUDIES**

This academic partnership designed is to allow students to complete the M.A. in Afro-American Studies and the Ph.D. in History. It enables the Afro-American Studies student who specializes in the History area to meet the basic requirements of the History M.A. while completing a degree in Afro-American Studies. Students may apply simultaneously to the two departments or may apply to the Department of History after they begin their program in the Department of Afro-American Studies, usually in the fall of the first or second M.A. year.

For details, see The Bridge Program (https://history.wisc.edu/our-graduate-program/bridge-program/) or contact the graduate program coordinator.

**JOINT PH.D. IN HISTORY AND HISTORY OF SCIENCE**

Students who wish to obtain a joint Ph.D. in History and the History of Science, Medicine, and Technology are initially admitted to one of the degree programs, and should indicate interest in the joint Ph.D. program at that time. After completion of a master’s degree in History or History of Science, Medicine, and Technology, the student applies for admission to the other degree program and, at the same time, to a standing committee of the two programs for admission to the joint program.

Having been admitted to the other degree program and to the joint Ph.D. program, the student then applies to the Graduate School for approval of the joint Ph.D. (See the Graduate School’s academic policy regarding joint degrees (http://grad.wisc.edu/acadpolicy/) for more information and deadlines.) The student’s application to the standing committee should take the same form as required by the Graduate School and should be prepared in close consultation with department faculty/staff.

Students in the joint Ph.D. program are assigned a home degree program and follow the regulations of that degree program with regard to seminar requirements, language requirements, financial aid, and regulations for satisfactory progress. Since the joint Ph.D. meets the doctoral minor requirement of the Graduate School, no formal minor is required of students receiving a joint Ph.D. However, students who wish to have a minor field recorded on the transcript may complete a regular Option A or Option B minor, or the internal minor of the department.

**HISTORY, PH.D.**

With some 130 graduate students and nearly 60 faculty members, the Department of History is home to one of the oldest, most distinguished, and most comprehensive graduate programs in the U.S., renowned for its long and valued tradition of collegiality and openness. We offer separate graduate degrees in History and in the History of Science, Medicine, and Technology. All told, our internationally recognized faculty (https://history.wisc.edu/people-main/faculty-listed-alphabetically/) has been mentoring distinguished historians since 1893 (https://history.wisc.edu/graduate-program/doctorates-awarded/).

Our faculty train resourceful researchers, committed teachers, and engaged public intellectuals. We offer a rigorous course of study that combines independent and collaborative work and that emphasizes scholarly and intellectual connectedness. The department strongly supports the Wisconsin Idea (https://www.wisc.edu/wisconsin-idea/), the principle that education should influence and improve people’s lives beyond the university classroom. For more than 100 years, this idea has guided the university’s work. Students pursue a variety of careers, both inside and outside the academy.

**Faculty Affiliates and Teaching Associates:** Carlsson, Chopra, Clark-Pujara, Cullinane, Ermakoff, Greene, Keyser, McGarr, Nelson (A.), Rider, Sharafi, Stern

See our faculty affiliate (https://history.wisc.edu/people-main/faculty-affiliates/) and teaching associate (https://history.wisc.edu/people-main/teaching-associates/) profiles.

(https://history.wisc.edu/people-main/faculty-by-area-of-specialty/).
The joint Ph.D. student’s work is supervised by a committee consisting of three faculty members (two from the home degree program). The preliminary examinations test the student’s competence in both history and history of science, medicine, and technology, balancing the material and fields between the two departments (e.g. two in each, or three in one and two in the other). The number of prelim fields must equal the number required of students majoring exclusively in history or in history of science, medicine, and technology, plus one. Preparation of the Ph.D. dissertation is guided by the student’s supervising committee. Satisfactory completion and defense of the dissertation constitute the final requirements for the joint Ph.D. degree.

JOINT PH.D. WITH OTHER DEGREE PROGRAMS
History degree program students who wish to pursue a joint Ph.D. (one degree, two majors) with another degree program must first be admitted to the other degree program. The proposal for the degree must be approved by the Department of History’s Graduate Council before it is submitted to the Graduate School. Students admitted to a joint Ph.D. will satisfy all the normal requirements of their field in History except the minor requirement.

For more information on joint Ph.D. options, please contact the graduate program coordinator.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergrad instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

All applicants must meet UW–Madison Graduate School’s minimum applicant requirements (https://grad.wisc.edu/admissions/requirements/), in addition to the below History Graduate Program requirements described below.

APPLICATION DEADLINE: DECEMBER 1ST
To apply, applicants must submit or declare the following in the online application (https://grad.wisc.edu/apply):

History Supplemental Application
This section of the application asks you to provide information about your research interests, declare your preferred faculty advisors, and outline your prior language preparation (if any).

Writing Sample
Provide a sample that best illustrates the quality of your written work (optimally no more than 50 pages, double-spaced; maximum file size 6 MB).

Transcripts
Upload an unofficial copy of your transcript from all institutions attended, showing any undergraduate and graduate degrees awarded. If accepted, you will be required to send two official transcripts from each institution.

CV or Resumé
This should highlight your accomplishments and qualifications including academic honors or distinctions; professional, research, and/or teaching experience; and any publications.

Letters of recommendation
Provide contact information for the three individuals who will furnish recommendations on your behalf. (They will receive an upload link by email.) Your letter writers need not be historians, but they should be able to speak to your academic preparation to pursue historical studies at the graduate level.

Statement of purpose
The statement of purpose (2–3 pages, double-spaced) explains your reasons for graduate study. It may be the hardest part of the application to write, but it is also the most important. While you will likely include some autobiographical information, its primary purpose is to acquaint us with how your mind works. We want to know, for example, what kinds of intellectual problems and issues interest you, whose stories intrigue you, what sorts of analytical or narrative approaches you like to pursue, which historical writings you admire—and your reasons for these various preferences. Please help us understand your decision to enter the historical profession, especially at a time when the academic job market is in decline, and how you see your own role in it. There is no single right way to approach this part of the application, but we suggest that you bear in mind the usual cautions for personal writing: speak straightforwardly, in your own voice, and write as well as you know how.

INTERNATIONAL APPLICANTS
All international applicants must also meet the English Proficiency requirements (https://grad.wisc.edu/admissions/requirements/) set forth by the Graduate School.

For additional detail about the admissions process, please visit the Prospective Student (https://history.wisc.edu/our-graduate-program/prospective-students/) pages on our website.

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from
the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

We offer funding only to students who intend to pursue the Ph.D.—an application for admission to our Ph.D. program, therefore, is an application for funding. We also welcome applications from students who have external funding or are self-funded, including those pursuing the M.A. only.*

MULTI-YEAR FUNDING PACKAGE

If you apply to the History Ph.D. degree program without external support and are accepted, you will be offered a multi-year support package, which begins in your first year. The details of our support guarantees may vary by funding source, field of study, and other circumstances, and the guarantee is, of course, contingent on satisfactory progress and performance. Most of our support packages offer 5 years of support and begin with a fellowship year from the UW–Madison Graduate School, generously funded by the Wisconsin Alumni Research Foundation (http://www.warf.org/stewardship/grants-support/current/current-grant.cmsx). Our most distinguished packages include two years of fellowships and may also include summer support:

- Graduate Research Scholar fellowships (http://ls.wisc.edu/current-students/graduate-students/cgrs/) for underrepresented students or first-generation college students—offered annually
- George L. Mosse fellowships (https://history.wisc.edu/our-graduate-program/prospective-students/funding/) in modern Jewish history, European cultural history, or LGBTQ history—offered annually or as endowment income permits
- Julie A. and Peter M. Weil Fellowship (https://history.wisc.edu/our-graduate-program/prospective-students/julie-a-and-peter-m-weil-distinguished-graduate-fellowship/) in American Jewish history and select U.S. history fields—offered annually or as endowment income permits
- William J. Courtenay Fellowship in Medieval history—offered as funds permit
- Gerda Lerner Fellowship (https://history.wisc.edu/our-graduate-program/prospective-students/funding/) in women's history—offered as funds permit

Additional years of guaranteed funding will come from employment as teaching assistants or project assistants or additional fellowships.

COMPEING FOR ADDITIONAL SUPPORT

All students in good standing can apply for writing prizes, conference travel awards, and supplements to external awards. Once graduate students have passed their preliminary examination and advanced to candidacy, they may apply for various departmental fellowships and research travel funding.

For students who have reached the advanced stages of dissertation writing, further funding opportunities are available. Our advanced dissertators may apply for teaching fellowships that give them the opportunity to design and teach an undergraduate course — the Merle Curti Teaching Fellowship (https://history.wiscweb.wisc.edu/graduate/prospective-students/funding/merle-curti-teaching-fellowship/) (any field of study), the George L. Mosse Teaching Fellowship in European History, and the William J. Courtenay Teaching Fellowship in ancient, medieval, or early modern European history. (These fellowships are offered as often as endowment income permits.) Thanks to funding provided by the Doris G. Quinn Foundation (https://dorisquinnfoundation.org/), we are also pleased to offer a dissertator fellowship, which provides financial support for the final year of dissertation writing in any field.

In addition, UW-Madison offers a wealth of other opportunities to compete for funding offered, for example, by the International Division (http://international.wisc.edu/funding-your-international-experiences/), the Institute for Research in the Humanities (http://ih.wisc.edu), and the UW Graduate School (research and conference travel awards (https://grad.wisc.edu/studentfunding/grantscomp/)).

More details on our funding for current/continuing students are available here (https://history.wisc.edu/our-graduate-program/current-students/funding-opportunities/).

* If you wish to apply only for the History M.A. (also known as the terminal M.A.), please describe your sources of support on the History Supplemental Application. For information on the cost of graduate study at UW–Madison, click here (https://grad.wisc.edu/admissions/cost/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>51 credits</td>
</tr>
<tr>
<td>Credit</td>
<td>Requirement</td>
</tr>
<tr>
<td>Minimum</td>
<td>32 credits</td>
</tr>
<tr>
<td>Residence</td>
<td>Credit</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement: Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement: 3.25 GPA required.

Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations: In order to receive the History Ph.D., all students must pass the preliminary exam and the Ph.D. dissertation defense.

- Preliminary Examination: Each field of study has its own exact requirements for prelims, but all include written exams and an oral defense of the student’s research proposal and knowledge of the field.


Language Requirements: Because knowledge of a foreign language is a valued skill and enhances cultural understanding, the history department requires all students to demonstrate, at a minimum, reading knowledge of at least one language other than English. The fields of study may set additional requirements, and each field determines which languages may be used to satisfy its requirement.

Doctoral Minor/Breadth Requirements: All doctoral students are required to complete a minor (minimum of 9 credits).

REQUISITED COURSES

In addition to completing any M.A. course requirements for their field of study (see below), Ph.D. students must complete their doctoral minor (9 credits) and any additional language requirements specific to their field of study prior to taking the preliminary examination. After passing the preliminary examination, students register for HISTORY 990 Research and Thesis credits every semester until they deposit their dissertation.

M.A. Course Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HISTORY 701</td>
<td>History in a Global Perspective</td>
<td>1</td>
</tr>
<tr>
<td>HISTORY 800</td>
<td>Research Seminar in History (or an equivalent research seminar in the student’s field of study)</td>
<td>3</td>
</tr>
</tbody>
</table>

Electives

- Work with advisor to complete 26 credits of graduate-level courses

- All History Courses (http://guide.wisc.edu/courses/history/)

Total Credits: 30

- Additional M.A. Requirements by fields of study

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

African History

Course Requirements: Each student must enroll in a seminar or proseminar (if available) every semester of residence. In their first year, they may enroll in History lecture courses in their area of specialization. Undergraduate lecture courses may not be taken for credit after the first year of graduate study.

Language Requirements: Students must fulfill their M.A. language requirement with an African language.

East Asian History

Course Requirements: Students must complete 4 graduate courses in East Asian History. These can be upper division lecture courses or graduate seminars/colloquia (taken for a minimum of 12 credits). At least two of these courses should be in the major field, and at least one should be outside the major field. NOTE: Students should also begin fulfilling the course requirements that must be completed prior to taking preliminary examination. They are required to take one semester each of Chinese, Japanese, and Korean history. They may fulfill this requirement by taking a graduate seminar or an upper-division lecture course. They may also fulfill the requirement by serving as a TA in either an introductory or upper-division course. Students are also required to take HISTORY 703 History and Theory.

Language Requirements: Students must complete the eighth semester in their main language (Chinese, Japanese, or Korean) by the time they either undergo the Second-Year Review or complete their fourth semester of coursework.

European History

Language Requirements: Students in Medieval History must demonstrate proficiency in two foreign languages, usually one medieval and one modern.

Latin American and Caribbean History

Course Requirements: Each student must enroll in a seminar or proseminar (if available) every semester of residence. Other courses will include History graduate seminars or similar courses in the culture area of specialization. Undergraduate lecture courses may not be taken for credit unless a faculty advisor or co-advisor approves.

South Asian History

Course Requirements: Each student must enroll in a seminar or proseminar (if available) every semester of residence. In lieu of a History graduate course, they may substitute an independent study in History or a graduate seminar in another department. In their first year, they may enroll in History lecture courses in their area of specialization. Undergraduate lecture courses may not be taken for credit after the first year of graduate study.

Language Requirements: Students must complete two years of study in one South Asian language (or demonstrate equivalent proficiency by examination).

Southeast Asian History

Course Requirements: M.A. students shall take six credits of graduate seminar in Southeast Asian history each academic year or, if not
available, substitute credits of independent study with a faculty specialist in Southeast Asian history.

**Language Requirements:** Students must complete two years of study (or demonstrate equivalent proficiency by examination) in a Southeast Asian language or, with the approval of the Southeast Asian faculty, in a relevant colonial/imperial language.

**United States History**

**Course Requirements:** Students must take:

- The core seminar, HISTORY 900 Introduction to History for U.S. Historians, in the fall semester of their first year. This seminar introduces students to the U.S. History faculty and their fields of research and teaches students the core skills of professional historians.
- Three three-credit seminars that cover a significant portion of the seventeenth and/or eighteenth centuries, the nineteenth century, and the twentieth century, respectively. If a seminar falls into more than one category, the student may choose the single category for which they will receive credit.

In exceptional circumstances, student may, with the consent of their advisor, take up to 6 credits in upper-level undergraduate courses. The instructors of such courses have the prerogative to refuse admission to graduate students. NOTE: Prior to completing their preliminary examination, students may use no more than 6 credits of HISTORY 999 Independent Work to meet the requirements of the major field. Students will probably find it useful to preserve most, if not all, of their 6 credits of HISTORY 999 for preliminary examination preparation.

**Program in Gender and Women's History Concentration**

**Course Requirements:** Students must meet the requirements of their primary field of study; take HISTORY 752 Seminar in Transnational Gender History; and take at least two additional History graduate seminars that are gender-specific, i.e., that have at least a 50% focus on issues and analyses of gender, women, or sexuality.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count up to 12 credits of graduate coursework from other institutions.

**UW–Madison Undergraduate**

With program approval, students are allowed to count up to 7 credits of UW–Madison undergraduate coursework (numbered 300 and above).

**UW–Madison University Special**

With program approval, students are allowed to count 15 credits (numbered 300 or above) of coursework taken as a UW–Madison University Special student.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee of advisors, from the major department responsible for providing advice regarding graduate studies. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis. Students can be suspended from the Graduate School if they do not have an advisor.

Ph.D. Dissertation Committee: The committee must have at least four members; normally in the Department of History the committee is composed of five. Three members must be History faculty (https://history.wisc.edu/faculty.htm) or affiliates (https://history.wisc.edu/faculty_affiliates.htm) (the advisor and two others). At least one other member must be a UW–Madison faculty member from another department; History faculty holding joint appointments may serve as the faculty member from another department. Emeriti faculty who are within one year of their retirement date may serve as a full member of a four-person committee. If the committee has five members, the fifth faculty member may be emeritus or a “qualified outsider,” as determined by the student’s major professor (e.g., a professor from another university or a person with expertise relevant to the dissertation). With faculty approval, students may choose to have two faculty designated as co-advisors of their dissertation.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
• Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
The department generally accepts only those students to whom it can offer a multiyear guarantee of support. These guarantees may vary by funding source, field, and other circumstances, and they are contingent on satisfactory progress and performance. Applicants with access to external resources that can support their graduate study should provide details on the Supplemental Application.

PROFESSIONAL DEVELOPMENT EVENTS

PROFESSIONAL DEVELOPMENT SEMINARS (HISTORY 710)
This topics seminar is offered every semester. It emphasizes building skills that are valuable both inside and outside the academy, such as managing the writing process, teaching college history, or communicating historical research to a broad, nonspecialist audience. Since it is a topics course, more than one may be offered in a given semester. Recent topics include "Writing for Academy and Beyond," "Digital History," and "On the Job Market."

PROFESSIONAL DEVELOPMENT EVENTS
Throughout the year, the Graduate Program sponsors various workshops intended to help students negotiate specific milestones of graduate study and to assist them in preparing for and going on the job market as they near completion of the Ph.D. Our programming currently includes:

Preliminary Examination Workshop
This offers a discussion of the various requirements for preliminary examinations: how to assemble committees, compiling reading lists, Graduate School requirements, and more.

Curriculum Vitae Workshops
These workshops are designed for students at all levels, ranging from first-year students writing CVs for campus positions to advanced dissolvers on the job market.

Mock Interviews
The Graduate Program offers a series of opportunities to practice with a committee of our faculty for AHA interviews and on-campus job talks. They are open to a limited number of students who expect to be actively on the job market in the fall.

Careers in History Workshops
Our program is committed to helping its graduates seek and secure employment following the completion of their Ph.D. Since the financial crisis in 2008, the academic job market has softened markedly. While the Graduate Program continues to provide outstanding preparation for academic jobs, we also encourage our students to think more broadly about their career prospects and the transferability of their skills. As funds permit, we occasionally bring to campus History graduates who are working in the non-profit, private, or public-sector to meet with current...
LEARNING OUTCOMES

1. Articulates research problems clearly and understands the limits of current theories, knowledge, or practices in the discipline of history.
2. Pushes the boundaries of current historical knowledge in formulating research questions, in the selection or use of primary sources, or in interpreting evidence.
3. Demonstrates breadth of historical and cultural knowledge.
4. Is able to articulate the broader significance of their work to scholars in other fields or disciplines and to the broader public.
5. Is able to design and teach courses at the undergraduate or graduate level.
6. Fosters ethical and professional conduct.

PEOPLE


See our faculty profiles—alphabetical (https://history.wisc.edu/people-main/faculty-listed-alphabetically/) and by specialty (https://history.wisc.edu/people-main/faculty-by-area-of-specialty/).

Faculty Affiliates and Teaching Associates: Carlsson, Chopra, Clark-Pujara, Cullinan, Ermakoff, Greene, Keyser, McGarr, Nelson (A.), Rider, Sharafi, Stern

See our faculty affiliate (https://history.wisc.edu/people-main/faculty-affiliates/) and teaching associate (https://history.wisc.edu/people-main/teaching-associates/) profiles.

MEDIEVAL STUDIES, DOCTORAL MINOR

The Minor in Medieval Studies is of interest and use to graduate students seeking to study the Middle Ages in a way that would complement and deepen their study of history, language, literature, art, etc. The program will allow these students to gather the broadly interdisciplinary coursework outside the student's home department or program into a meaningful credential that appears on their transcript.

ADMISSIONS

A student should declare their interest to the Director of the Medieval Studies Program before beginning coursework required for the minor. See Contact Box for Director information.

requirements

Graduate students interested in completing the Doctoral Minor in Medieval Studies must complete a minimum of 9 credits of courses from the list that appears below.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCAND ST/</td>
<td>Survey of Old Norse-Icelandic Literature</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 409</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCAND ST/</td>
<td>The Vikings</td>
<td>4</td>
</tr>
<tr>
<td>MEDIEVAL 430</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCAND ST/</td>
<td>Kalevala and Finnish Folklore</td>
<td>4</td>
</tr>
<tr>
<td>MEDIEVAL 444</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ART HIST 715</td>
<td>Topics in Medieval Art</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 314</td>
<td>Structure of English</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 417</td>
<td>History of the English Language</td>
<td>3</td>
</tr>
<tr>
<td>ENGL/</td>
<td>Old English</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 520</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL/</td>
<td>Advanced Old English Literature</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 521</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL/</td>
<td>Topics in Medieval Literature</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 803</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HISTORY/</td>
<td>The Crusades: Christianity and Islam</td>
<td>3-4</td>
</tr>
<tr>
<td>MEDIEVAL/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RELIG ST 309</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HISTORY 333</td>
<td>History of Russia</td>
<td>3-4</td>
</tr>
<tr>
<td>HISTORY/</td>
<td>The History of Punishment</td>
<td>3-4</td>
</tr>
<tr>
<td>SCAND ST 431</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HISTORY/</td>
<td>History of Scandinavia to 1815</td>
<td>3</td>
</tr>
<tr>
<td>HIST SCI 622</td>
<td>Studies in Ancient and Medieval Science</td>
<td>1</td>
</tr>
<tr>
<td>SPANISH/</td>
<td>Survey of Medieval Literature</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 503</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPANISH/</td>
<td>Survey of Medieval Literature</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 504</td>
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<td></td>
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<tr>
<td>SPANISH/</td>
<td>Old Spanish</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 541</td>
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<td></td>
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<tr>
<td>SPANISH/</td>
<td>Topics in Medieval Spanish Literature</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 718</td>
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<td></td>
</tr>
<tr>
<td>HISTORY 805</td>
<td>Seminar-Medieval History</td>
<td>1-3</td>
</tr>
<tr>
<td>ITALIAN/</td>
<td>Dante's Divina Commedia</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 659</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ITALIAN/</td>
<td>Il Duecento</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 671</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LATIN/</td>
<td>Medieval Latin</td>
<td>3</td>
</tr>
<tr>
<td>MEDIEVAL 563</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC 411</td>
<td>Survey of Music in the Middle Ages</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Renaissance</td>
<td>3</td>
</tr>
</tbody>
</table>

The following constraints should be taken into consideration when selecting courses:
• Only courses that carry the "Graduate 50%" attribute may be used to meet program requirements.
• To ensure that students achieve interdisciplinarity in their studies, courses must be selected from at least two different subject listings.
• To ensure breadth of study beyond a student’s focused doctoral research, courses must be selected from subject listings offered outside the student’s home department or program.

PEOPLE

See a full list of faculty here: Faculty - Medieval Studies - UW-Madison (https://medievalstudies.wisc.edu/faculty/).

HORTICULTURE

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Horticulture, Doctoral Minor (p. 954)
• Horticulture, M.S. (p. 954)
• Horticulture, Ph.D. (p. 958)

PEOPLE

Faculty: Professors Bamberg, Colquhoun, Goldman, Krysan (chair), Simon, Weng; Associate Professors Atucha, Bethke, Dawson, Endelman, Jull, Zalapa; Assistant Professors Ellison, Kovaleski, Wang

HORTICULTURE, DOCTORAL MINOR

REQUIREMENTS

Doctoral students in other departments who wish to receive a minor in horticulture must complete a minimum of 10 graduate credits in horticulture, including 2 credits of HORT 910 Seminar. Interested students should contact the department for more information.

PEOPLE

Faculty: Professors Bamberg, Colquhoun, Goldman, Krysan (chair), Simon, Weng; Associate Professors Atucha, Bethke, Dawson, Endelman, Jull, Zalapa; Assistant Professors Ellison, Kovaleski, Wang

HORTICULTURE, M.S.

The department provides graduate training leading to the master of science in horticulture. Each M.S. student will have a major advisor who will supervise their program of study and their thesis research. Specializations are available in several aspects of crop science: organic and sustainable horticulture, diversified crop production for urban and regional food systems, environmental impact of horticultural practices, environmental regulation of plant growth and development, plant breeding, biochemistry and molecular biology of horticultural plants, microculture and biotechnology, weed control and herbicide physiology, and biostatistics. Students have the opportunity to develop their research projects using vegetables, fruits, trees, ornamentals, specialty crops, or model species such as Arabidopsis thaliana.

The M.S. student's thesis project will involve an in-depth mentored exploration of a research question and the development of a written thesis in conjunction with a graduate committee of three faculty members.

The department houses research labs, controlled environment chambers, and greenhouse facilities. Field-plot areas with associated storage and laboratory facilities are available at the UW–Madison Arboretum (https://arboretum.wisc.edu/), Horticulture Research Farm at Arlington (https://arlington.ars.wisc.edu/), and the Agriculture Research Stations (https://ars.wisc.edu/) managed by the College of Agricultural and Life Sciences at selected locations throughout the state. In conjunction with the farm at Sturgeon Bay, the world's largest collection of tuber-bearing Solanums is maintained by the Inter-Regional Potato Introduction Project and is available for research use.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
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<tr>
<td>Fall Deadline</td>
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<td>September 1</td>
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<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
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<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
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<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
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</table>

The department accepts applications for fall, spring, and summer entry. The applicant's academic preparation should include fundamental courses in the plant sciences such as botany, bacteriology, genetics, and physiology, as well as courses in chemistry (general, organic, quantitative), physics, mathematics, and biochemistry. The academic average should be at least 3.0 (on a 4.0 scale) with evidence of proficiency in subjects related to agriculture and plant sciences.

The department provides graduate training leading to the master of science in horticulture. Each M.S. student will have a major advisor who will supervise their program of study and their thesis research. Specializations are available in several aspects of crop science: organic and sustainable horticulture, diversified crop production for urban and regional food systems, environmental impact of horticultural practices, environmental regulation of plant growth and development, plant breeding, biochemistry and molecular biology of horticultural plants, microculture and biotechnology, weed control and herbicide physiology, and biostatistics. Students have the opportunity to develop their research projects using vegetables, fruits, trees, ornamentals, specialty crops, or model species such as Arabidopsis thaliana.

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**APPLICATION CHECKLIST**

A complete application should include the following items:

1. Graduate School Application and Application Fee
2. Supplementary Application: The supplementary application will appear as a part of the Graduate School’s electronic application once the applicant selects Horticulture.
3. Statement of Purpose: Your essay should be a concise description of your reasons for choosing to study horticulture at the University of Wisconsin. Please include your research interests and career goals as well as a description of your preparation for graduate study including relevant coursework, related employment, research experience, publications, presentations, awards, and honors.
4. Transcripts: We require all applicants to submit an unofficial transcript in PDF format to their online application. If an applicant is recommended for admission, then they will be required to submit their official transcript to the Graduate School. International academic records must be submitted in the original language and accompanied by an official English translation. Documents must be issued by the institution with an official seal/stamp and an official signature.
5. Three Letters of Recommendation
6. GRE Scores: GRE scores are not required for admission but are highly recommended. GRE scores are required for applicants who are interested in fellowships and other forms of financial support
7. Proof of English Proficiency: Applicants whose native language is not English or whose undergraduate instruction was not in English must follow the Graduate School’s guidelines for proof of English proficiency.

**FACULTY ADVISORS**

The Horticulture M.S. and Ph.D. programs do not support lab rotations. All students are admitted directly into a faculty member’s lab. Thus, we strongly encourage applicants to contact faculty members who work in their areas of interest before and during the application and admissions process.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

All applicants to the graduate program in Horticulture are automatically considered for financial support. There is no need to submit a separate application. Most of our students are supported through research assistantships, but additional sources of internal financial support include teaching assistantships, project assistantships, scholarships, and fellowships.
Organic Sustainable Production Emphasis

REQUIRED COURSES
Departmental Requirements

The specific program of study towards a master's degree is developed by the student and the major professor. Considerable flexibility in the selection of courses is permitted to meet the needs and interests of the candidate. Students often complete the requirements for a master's degree in one and a half years, and three years is usually considered the maximum time necessary.

- All students must have successfully completed 14 credits of Horticulture (http://guide.wisc.edu/courses/hort/) courses and 11 credits of Botany (http://guide.wisc.edu/courses/botany/) courses during their enrollment in the undergraduate and/or graduate program(s). It is possible to fulfill these horticulture and botany course credits from coursework at another institution, provided the student's graduate committee approves the courses. No more than 3 credits of HORT 699 Special Problems may be counted towards this requirement.

- Students must complete a minimum of 30 credits and 15 of these credits must be graduate level (up to 3 credits of 990 may be used to satisfy this requirement). This requirement for 15 graduate-level credits must be satisfied by classes taken while the student is enrolled in the undergraduate and/or graduate program(s). It is possible to fulfill these horticulture and botany course credits from coursework at another institution, provided the student's graduate committee approves the courses. No more than 3 credits of HORT 699 Special Problems may be counted towards this requirement.

- Students in the Master's Degree in Horticulture with Emphasis in Organic Sustainable Production must satisfy the specific course requirements outlined below. The student must also complete at least 30 credits while enrolled in Graduate School and write a master's thesis that is acceptable to the student's final examining committee. Under special circumstances, a student's graduate committee may, with the written approval of the department chair, allow a student to complete their M.S. degree with an approved report instead of a thesis or with coursework only.

- Students in the Master's Degree in Horticulture with Emphasis in Organic Sustainable Production must satisfy the specific course requirements outlined below. The student must also complete at least 30 credits while enrolled in Graduate School and write a master's thesis that is acceptable to the student's final examining committee.

Organic Sustainable Production Emphasis

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>F&amp;W ECOL/BOTANY/</td>
<td>General Ecology</td>
<td>4</td>
</tr>
<tr>
<td>ZOOLOGY 460</td>
<td></td>
<td></td>
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<tr>
<td>AGROECOL 701</td>
<td>The Farm as Socio-Environmental</td>
<td>3</td>
</tr>
<tr>
<td>AGROECOL 702</td>
<td>The Multifunctionality of Agriculture</td>
<td>3</td>
</tr>
<tr>
<td>HORT 345</td>
<td>Fruit Crop Production</td>
<td>3</td>
</tr>
<tr>
<td>HORT 370</td>
<td>World Vegetable Crops</td>
<td>3</td>
</tr>
<tr>
<td>PL PATH 300</td>
<td>Introduction to Plant Pathology</td>
<td>4</td>
</tr>
<tr>
<td>PL PATH 517</td>
<td>Plant Disease Resistance</td>
<td>2-3</td>
</tr>
<tr>
<td>PL PATH 559</td>
<td>Diseases of Economic Plants</td>
<td>3</td>
</tr>
<tr>
<td>ENTOM 450</td>
<td>Basic and Applied Insect Ecology</td>
<td>3</td>
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**Soil Science (one course required)**

<table>
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<tr>
<th>Code</th>
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<tbody>
<tr>
<td>SOIL SCI/</td>
<td>Soil Biology</td>
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<tr>
<td>PL PATH 323</td>
<td></td>
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<tr>
<td>SOIL SCI/</td>
<td>Plant Nutrition Management</td>
<td>3</td>
</tr>
<tr>
<td>AGRONOMY/</td>
<td></td>
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<tr>
<td>HORT 326</td>
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**Statistics**

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<th>Title</th>
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<tbody>
<tr>
<td>STAT/F&amp;W ECOL/ HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td>4</td>
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**Seminar (one course required)**

<table>
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<tbody>
<tr>
<td>AGROECOL 710</td>
<td>Agroecology Seminar</td>
<td>1</td>
</tr>
<tr>
<td>HORT 372</td>
<td>Colloquium in Organic Agriculture</td>
<td>1</td>
</tr>
</tbody>
</table>

**Research (Total of 6 credits required)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HORT 990</td>
<td>Research</td>
<td>1-12</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Additional Coursework**

At the discretion of the student's major professor or master's committee, additional remedial or advanced coursework may be required.

**Seminar Requirement**

Master's degree students must enroll in a graduate level seminar class (1 credit) for at least one semester and obtain a passing grade for that class. Seminars offered by departments other than Horticulture may be used to satisfy this requirement.

**Policies**

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Allowed; coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

Students are allowed to count no more than 7 credits numbered 300 or above toward the minimum graduate degree credit requirement; if those courses are numbered 700 or above they may count toward the minimum graduate coursework requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison
Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student must have a faculty advisor (major professor) who is on the Horticulture faculty. The major professor advises the student about course work and supervises the student's research if they are writing a master's thesis. The major professor must approve the student's coursework and research direction. A student may have more than one major professor, in which case at least one of the professors must be a member of the Horticulture faculty.

A master's committee is composed of at least three current UW–Madison faculty members, including the major professor. The master's committee is empowered by the program to advise the student regarding coursework and thesis content, and conduct the final master's oral examination. Prior to the end of the first year of graduate study the student, in consultation with their major professor, should select two members of the UW–Madison faculty to serve on their master's committee. It is the student's responsibility to seek and obtain (verbal) approval from the faculty selected to serve on this committee.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)

- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**College of Agricultural and Life Sciences: Grievance Policy**

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgment as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The Horticulture Graduate programs encourage students to develop Individual Development Plans (https://grad.wisc.edu/pd/idp/) in collaboration with their major advisor to facilitate professional development. Besides the extensive opportunities offered across the campus at large, students in the Horticulture programs also benefit from activities and programs provided by the Plant Sciences Graduate Council (http://psgsc.wisc.edu/), a student-led organization for graduate students at UW-Madison interested in plant science.

LEARNING OUTCOMES

1. Articulates the theories, research methods, and approaches to inquiry used in the field of horticulture.
2. Identifies sources and assembles evidence pertaining to questions in the field of horticulture.
3. Understands the primary field of horticulture in a global context.
4. Selects and utilizes the most appropriate methodologies and practices.
5.Synthesizes information pertaining to questions or challenges in the field of horticulture.
6. Communicates clearly in ways appropriate to the field of horticulture.
7. Recognizes and applies principles of ethical conduct.

PEOPLE

Faculty: Professors Bamberg, Colquhoun, Goldman, Krysan (chair), Simon, Weng; Associate Professors Atucha, Bethke, Dawson, Endelman, Jull, Zalapa; Assistant Professors Ellison, Kovaleski, Wang

HORTICULTURE, PH.D.
The department provides graduate training leading to the doctor of philosophy in horticulture. Each doctoral student will have a major advisor who will supervise their program of study and their thesis research. Specializations are available in several aspects of crop science: organic and sustainable horticulture, diversified crop production for urban and regional food systems, environmental impact of horticultural practices, environmental regulation of plant growth and development, plant breeding, biochemistry and molecular biology of horticultural plants, microculture and biotechnology, weed control and herbicide physiology, and biostatistics. Students have the opportunity to develop their research projects using vegetables, fruits, trees, ornamentals, specialty crops, or model species such as Arabidopsis thaliana.

The Ph.D. student's dissertation project will involve an in-depth mentored exploration of a research question and the development of a dissertation in conjunction with a graduate committee of at least four faculty members. A public presentation and defense of the dissertation is required.

The department houses research labs, controlled environment chambers, and greenhouse facilities. Field-plot areas with associated storage and laboratory facilities are available at the UW-Madison Arboretum (https://arboretum.wisc.edu/), Horticulture Research Farm at Arlington (https://arlington.ars.wisc.edu/), and the Agriculture Research Stations (https://ars.wisc.edu/) managed by the College of Agricultural and Life Sciences at selected locations throughout the state. In conjunction with the farm at Sturgeon Bay, the world's largest collection of tuber-bearing Solanums is maintained by the Inter-Regional Potato Introduction Project and is available for research use.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).
A complete application should include the following items:

1. Graduate School Application and Application Fee
2. Supplementary Application: The supplementary application will appear as a part of the Graduate School’s electronic application once the applicant selects Horticulture.
3. Statement of Purpose: Your essay should be a concise description of your reasons for choosing to study horticulture at the University of Wisconsin. Please include your research interests and career goals as well as a description of your preparation for graduate study including relevant coursework, related employment, research experience, publications, presentations, awards, and honors.
4. Transcripts: We require all applicants to submit an unofficial transcript in PDF format to their online application. If an applicant is recommended for admission, then they will be required to submit their official transcript to the Graduate School. International academic records must be submitted in the original language and accompanied by an official English translation. Documents must be issued by the institution with an official seal/stamp and an official signature.
5. Three Letters of Recommendation
6. GRE Scores: GRE scores are not required for admission but are highly recommended. GRE scores are required for applicants who are interested in fellowships and other forms of financial support
7. Proof of English Proficiency: Applicants, whose native language is not English, or whose undergraduate instruction was not in English, must follow the Graduate School’s guidelines for proof of English proficiency.

**FACULTY ADVISORS**

The Horticulture M.S. and Ph.D. programs do not support lab rotations. All students are admitted directly into a faculty member’s lab. Thus, we strongly encourage applicants to contact faculty members who work in their areas of interest before and during the application and admissions process.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

All applicants to the graduate program in Horticulture are automatically considered for financial support. There is no need to submit a separate application. Most of our students are supported through research assistantships, but additional sources of internal financial support include teaching assistantships, project assistantships, scholarships, and fellowships.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
the Ph.D. committee to design a program of coursework that best meets
Instead, each student is required to work with the major professor and
There are no specific course requirements for the Ph.D. in Horticulture.
Specific course requirements
There are no specific course requirements for the Ph.D. in Horticulture. Instead, each student is required to work with the major professor and the Ph.D. committee to design a program of coursework that best meets

CURRICULAR REQUIREMENTS
Requirements Detail
Minimum Credit Requirement
Minimum Residence Credit Requirement
Minimum Graduate Coursework Requirement
Overall Graduate GPA Requirement
Other Grade Requirements
Assessments and Examinations
Language Requirements
Doctoral Minor/Breadth Requirements
REQUIRED COURSES
Departmental Requirements
All Horticulture Ph.D. students must satisfy the following general course requirements. These requirements can be satisfied by coursework completed while the student was an undergraduate or enrolled in another graduate program.

- Physical Sciences—one course in each of the following:
  - Physics, including electricity, heat, and light
  - Calculus
  - Organic Chemistry lecture
  - Organic Chemistry lab or Biochemistry lab
- Biological Sciences—one course in each of the following:
  - Crop Production
  - Plant Breeding or Genetics
  - Plant Structure, Plant Taxonomy, or Plant Physiology
  - Plant Pathology or Entomology
- A Statistics Course
- A Soil Science Course

the individual student's needs and interests. The resulting program of coursework must satisfy the departmental requirements as well as the requirements specified by the Graduate School. The final determination of a student's required coursework is made by the student's Ph.D. committee as part of the certification process.

Seminar requirement
During their graduate careers, students are required to present a minimum of three seminars in advanced seminar courses and receive a passing grade in each seminar. Advanced seminar courses offered by the departments other than Horticulture may be used to satisfy this requirement.

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
Allowed; coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
Students are allowed to count no more than 7 credits numbered 300 or above toward the minimum graduate degree credit requirement; if those courses are numbered 700 or above they may count toward the minimum graduate coursework requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student must have a faculty advisor (major professor) who is on the Horticulture faculty. The major professor advises the student about course work and supervises the student's research. The major professor must approve the student's coursework and research direction. A student may have more than one major professor, in which case at least one of the professors must be a member of the Horticulture faculty.
A Ph.D. committee is composed of at least four members, the major professor, and four more whom must be UW-Madison graduate faculty or former UW-Madison graduate faculty up to one year after resignation or retirement. The Graduate School requires that at least three committee members are designated as readers. Readers are committee members who commit themselves to closely reading and reviewing the entire dissertation. The committee is empowered by the program to advise and evaluate the student with regards to certification, administer the preliminary examination, oversee progress meetings, approve thesis composition, and conduct the final Ph.D. examination.

The student, in consultation with their major professor(s), should select the members of their Ph.D. committee prior to the end of the second semester of graduate study in order to convene a meeting to discuss the student's coursework and plan for certification. Certification is the process by which the Ph.D. committee certifies that the student has completed the formal coursework requirements of the Ph.D. certification is particularly important in the horticulture department because each student has a custom-designed program of coursework. This coursework plan must be approved by the student's Ph.D. committee, and for this reason it is important for the student to convene a meeting of their Ph.D. committee prior to the end of their second semester so that additional courses suggested by the committee may be taken during the student's second year of graduate study. The Graduate School requires at least one member of the Ph.D. committee to be from outside the horticulture department. The horticulture department requires that at least half of the committee members have an appointment in the horticulture department. Students choosing Minor Option A typically include their minor professor as a member of their Ph.D. committee. It is the student's responsibility to seek and obtain (verbal) approval from the faculty members selected to serve on this committee.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dozo.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doslo.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS, the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a departmental committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The
grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.

c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.

d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
The Horticulture Graduate programs encourage students to develop Individual Development Plans (https://grad.wisc.edu/pd/idp/) in collaboration with their major advisor to facilitate professional development. Besides the extensive opportunities offered across the campus at large, students in the Horticulture programs also benefit from activities and programs provided by the Plant Sciences Graduate Council (http://psgsc.wisc.edu/), a student-led organization for graduate students at UW–Madison interested in plant science.

LEARNING OUTCOMES

1. Articulates challenges, frontiers and limits with respect to knowledge within the field of horticulture.

2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of horticulture.

3. Creates research that makes a substantive contribution to the field of horticulture.

4. Demonstrates breadth within their learning experiences.

5. Communicates complex or ambiguous ideas in a clear and understandable manner.

6. Fosters ethical conduct and professional guidelines.

PEOPLE

Faculty: Professors Bamberg, Colquhoun, Goldman, Krysan (chair), Simon, Weng; Associate Professors Atucha, Bethke, Dawson, Endelman, Jull, Zalapa; Assistant Professors Ellison, Kovaleski, Wang

HUMAN DEVELOPMENT AND FAMILY STUDIES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL

• Human Development and Family Studies, Doctoral Minor (p. 962)

HUMAN DEVELOPMENT AND FAMILY STUDIES, DOCTORAL MINOR

Any student enrolled in a UW–Madison doctoral program can pursue a doctoral minor in Human Development and Family Studies (HDFS). The graduate program in HDFS, located within the School of Human Ecology, offers courses on individual and family development throughout the lifespan and across ecological settings. These courses focus on a range of topics, including risk and resilience throughout the life span, competent child rearing, positive development, poverty and the family, mindfulness and contemplative practices for child and family well-being, development in multicultural contexts, policy, adult development and relationships, adolescence, and aging and the family. Courses that address the applications of research to practice are also part of the curriculum. Recent offerings include courses in prevention science, family policy, evidence-based intervention, and bridging the gap between research and practice. Reflecting the multidisciplinary orientation of the program, faculty and students employ a wide array of methods in their work. Faculty possess expertise in areas as diverse as longitudinal modeling, community-based research, interpretive interviewing, program evaluation, observational methods, survey methodology, action research, and ethnography. The program explicitly values both qualitative and quantitative methods. For more information, see this link (https://sohe.wisc.edu/graduate-students/research-and-creative-scholarship/hdfs-graduate-program/).

ADMISSIONS

Graduate students interested in pursuing an Option A doctoral minor should complete the minor agreement form available on the HDFS website (https://sohe.wisc.edu/graduate-students/research-and-creative-
sage/hdfs-graduate-program/forms-and-documents/) and consult with the graduate program chair, who will help them identify an HDFS faculty member to serve as their faculty advisor.

**REQUIREMENTS**

All students pursuing the Human Development and Family Studies (HDFS) Doctoral Minor must comply with Graduate School Policy for Option A Minors (https://grad.wisc.edu/acadpolicy/?policy=minors).

The HDFS Doctoral Minor requires at least 9 credits of HDFS coursework (http://guide.wisc.edu/courses/hdfs/), with no more than 3 credits below the 700 level. HDFS courses that are cross-listed with another department should be taken as an HDFS course. Students must receive a grade of B or better in each course.

**PEOPLE**

**Professors:** Janean Dilworth-Bart (chair), Charles Raison, Julie Poehlmann-Tynan, Linda Roberts, Stephen Small

**Associate Professors:** Larissa Duncan, Sarah Halpern-Meekin, Sigan Hartley, Heather Kirkorian, Robert Nix, Lauren Papp

**Assistant Professors:** Kristin Litzelman, Margaret Kerr

**HUMAN ECOLOGY, DOCTORAL MINOR**

Any student enrolled in a UW–Madison doctoral program can pursue a doctoral minor in Human Ecology. The graduate program within the School of Human Ecology (SoHE) provides rich interdisciplinary training and scholarship focused on exploring the human condition and well-being in relation to ecological settings—physical, social, community, and built surroundings. The school's philosophy is that individual development and well-being are promoted through interactions with ecological settings. Research, creativity, teaching, and outreach are directed toward a positive impact on these settings and the patterns of human behavior within them. Faculty members possess expertise in areas as diverse as longitudinal modeling, community-based research, interpretive interviewing, program evaluation, observational methods, survey methodology, action research, and ethnography.

**ADMISSIONS**

Graduate students interested in pursuing an Option A doctoral minor should complete the Minor Agreement Form (https://sohe.wisc.edu/wordpress/wp-content/uploads/2017/10/Human-Ecology-Minor-Agreement-Form.docx) and consult with the graduate program coordinator in Human Ecology who will help them identify a SoHE faculty member to serve as their faculty advisor.

**REQUIREMENTS**

The Human Ecology Doctoral Minor requires at least 9 credits taken through a combination of coursework in at least two different School of Human Ecology departments: Civil Society and Community Studies (CSCS) (http://guide.wisc.edu/courses/cscs/); Consumer Science (CNSR SCI) (http://guide.wisc.edu/courses/cnsr_sci/), Design Studies (DS) (http://guide.wisc.edu/courses/ds/), Human Development and Family Studies (HDFS) (http://guide.wisc.edu/courses/hdfs/), and Interdisciplinary—Human Ecology (INTER-HE) (http://guide.wisc.edu/courses/inter_he/). No more than 3 credits can be taken below the 700 level. Human Ecology courses that are cross-listed with another department should be enrolled in through the respective Human Ecology department. Students must receive a grade of B or better in each course.
Human Ecology, M.S.

Human ecology is the study of the complex relationships between human beings and their environments. The school offers the Human Ecology M.S. through four distinct options, two of which can be taken as terminal master's degrees and two of which are only earned on the way to the Ph.D.:

Admitting Human Ecology M.S. options:
- Design Studies (p. 969) (DS)
- Master of Science in Human Ecology Program (p. 978)

Non-admitting Human Ecology M.S. options (earned on the way to the Ph.D.)
- Consumer Behavior and Family Economics (p. 966) (CBFE)
- Human Development and Family Studies (p. 974) (HDFS)

SCHOOL OF HUMAN ECOLOGY

The School of Human Ecology has a strong tradition of outreach and counts several faculty members with budgeted extension appointments among its ranks. But all faculty members devote time and resources to ensuring their work benefits others beyond the campus. These efforts reflect the Wisconsin Idea, (http://wisconsinidea.wisc.edu/) the notion that the university's boundaries are those of the state, nation, and beyond. Graduate education at SoHE encompasses this mission by stressing the integration of research with program design and implementation, administration, policy development, and evaluation.

ADMISSIONS

Students apply to the Master of Science in Human Ecology through one of the named options:
- Design Studies (https://guide.wisc.edu/graduate/human-ecology-school-wide/human-ecology-ms/human-ecology-design-studies-ms/)
- Human Ecology (p. 978)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Funding opportunities for Human Ecology graduate students are available and made possible, in large part, by generous donations to SoHE. Every year, these funds are used to fund teaching or project assistantships, award academic excellence scholarships, and provide students doing their masters or doctoral research or final MFA project with conference travel scholarships and graduate research scholarships. See the School of Human Ecology Enrollment Policy on Funding Eligibility (https://sohe.wisc.edu/graduate-students/academic-policies-forms-deadlines/full-time-enrollment-policy-for-funding-eligibility/) and view current funding opportunities on our program website (https://sohe.wisc.edu/graduate-students/funding/) for more information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations: No additional assessments and examinations.

Language Requirements: No language requirements.

REQUIRED COURSES

Select a Named Option (p. 965) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Human Ecology must select one of the following named options:

View as ListView as grid

- HUMAN ECOLOGY: CONSUMER BEHAVIOR AND FAMILY ECONOMICS, M.S. (P. 966)
- HUMAN ECOLOGY: DESIGN STUDIES, M.S. (P. 969)
- HUMAN ECOLOGY: HUMAN DEVELOPMENT AND FAMILY STUDIES, M.S. (P. 974)
- HUMAN ECOLOGY: HUMAN ECOLOGY, M.S. (P. 978)

POLICIES

Students should refer to one of the named options for policy information:

- Design Studies (https://guide.wisc.edu/graduate/human-ecology-school-wide/human-ecology-ms/human-ecology-design-studies-ms/)
- Human Ecology (p. 978)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The School of Human Ecology Graduate Program values the professional development of graduate students and provides financial awards to those who are invited to present at professional conferences/exhibits. The purpose of the support is to encourage participation in professional development, scholarly research, and/or creative endeavor and to help cover expenses not covered by other sources. Students may receive a maximum award of $650 for travel ($750 for international travel) to support conference participation in a single academic year. Students are encouraged to seek conference and travel funding from the Graduate School as a first step and apply for supplemental funds through SoHE as needed.

In addition, each academic department within the School of Human Ecology may offer additional professional development grant opportunities. See the program Events Calendar (https://sohe.wisc.edu/calendar-of-events/) for the most up-to-date information on professional development opportunities.

LEARNING OUTCOMES

1. Articulate, critique, or elaborate the theories, research methods, and approaches to inquiry or schools of practice in one's area of study.
2. Identify sources and assemble evidence pertaining to questions or challenges in the area of study.
3. Understand the social, political, ethical, and economic contexts of research and creative scholarship.
4. Compare and contrast multiple paradigms for describing reality (e.g., personal history, world view, philosophic tradition, discipline).
5. Understand the Human Ecology perspective by examining and explaining the relations among humans and their natural, social, and build environments using an interdisciplinary and transdisciplinary lens.
6. Select and/or utilize the most appropriate methodologies and practices.
7. Recognize the nature and significance of diversity as related to one's area of study.
8. Communicate clearly in ways appropriate to a variety of audiences.
9. Recognize and apply principles of ethical conduct.
Students earn the Human Ecology: Consumer Behavior and Family Economics, M.S. along the way to the Ph.D. See Human Ecology: Consumer Behavior and Family Economics, Ph.D. (p. 997) for admissions and degree requirements.

Beginning fall 2017, the Consumer Behavior & Family Economics M.S. option is no longer offered as a terminal degree option to which students can apply. This degree is earned along the way to the Consumer Behavior and Family Economics Ph.D. option in Human Ecology. Students interested in pursuing a terminal master of science degree specializing in Consumer Behavior & Family Economics should apply directly to the Master of Science in Human Ecology (no named option) (p. 964).

Additional information is available here (http://sohe.wisc.edu/cbfe/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

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REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

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NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
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<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CNSR SCI 748</td>
<td>The Economic Organization of the Household or CNSR SCI 888</td>
<td>9</td>
</tr>
<tr>
<td>CNSR SCI 901</td>
<td>Graduate Special Topics in Consumer Science or CNSR SCI 933</td>
<td>3</td>
</tr>
<tr>
<td>CNSR SCI 966</td>
<td>Seminar in Family Economic Policy or CNSR SCI 999</td>
<td>3</td>
</tr>
<tr>
<td>Research Methods</td>
<td>Statistics</td>
<td>3</td>
</tr>
<tr>
<td>Statistics</td>
<td>15 Additional Electives</td>
<td>15</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count up to 9 credits of graduate coursework taken at other institutions or taken as a UW–Madison Special student. Prior coursework taken at other institutions may not be used to satisfy the minimum graduate residence credit requirement. Credits earned five or more years prior to admission to a master’s degree are not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, up to 7 credits numbered 300 or above from a UW–Madison undergraduate degree are allowed to count toward degree credit; undergraduate courses must be numbered 700 or above to count toward the minimum graduate coursework requirement. No undergraduate coursework may count toward the graduate residence requirement.

UW–Madison University Special
With program approval, students are allowed to count up to 9 credits of graduate coursework taken at other institutions or taken as a UW–Madison Special student. coursework must be numbered 300 or above for residence and degree credit requirement and 700 or above for minimum graduate coursework (50%) requirement. Credits earned five or more years prior to admission to a master’s degree are not allowed to satisfy requirements. Use of Special student credit may require payment of tuition difference.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

12 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.
GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that he or she has been treated unfairly by a Human Ecology faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following the grievance procedures outlined below. To ensure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Human Ecology.

The person whom the complaint is directed against must be an employee of the School of Human Ecology. Any graduate student or graduate applicant may use these procedures unless the complaint is covered by other campus rules or contracts.

Note: These procedures do not cover appeals of admissions decisions or other decisions made by departmental or Human Ecology committees. For information on appeals of decisions, students should contact the chair of the committee or the chair of the department that made the decision.

Contacts

Civil Society and Community Studies: Brian McNnes (https://sohe.wisc.edu/staff/brian-mcinnnes/) (Graduate Program Chair), Cynthia Jasper (http://sohe.wisc.edu/staff/cynthia-jasper/) (Department Chair)

Consumer Science: J. Michael Collins (https://sohe.wisc.edu/staff/j-michael-collins/) (Graduate Program Chair), Nancy Wong (http://sohe.wisc.edu/staff/nancy-wong/) (Department Chair)

Design Studies: Jung-hye Shin (https://sohe.wisc.edu/staff/jung-hye-shin/) (Graduate Program Chair), Roberto Rengel (http://sohe.wisc.edu/staff/roberto-rengel/) (Department Chair)

Human Development and Family Studies: Kristin Litzelman (https://sohe.wisc.edu/staff/kristin-litzelman/) (Graduate Program Chair), Janean Dilworth-Bart (https://sohe.wisc.edu/staff/janean-dilworth-bart-2/) (Department Chair)

Master of Science in Human Ecology: Sarah Halpern-Meekin (https://sohe.wisc.edu/staff/sarah-halpern-meekin/) (Graduate Program Chair)

Students are encouraged to keep written documentation of their experience of unfair treatment both before and during the grievance proceedings.

Graduate Student Grievance Procedures

STEP 1. The student should first consider talking directly with the person(s) against whom the grievance is directed.

Some issues can be settled at this level, and some cannot be. Although students are encouraged to talk directly with the person(s) involved, we recognize that this may not always be possible. If the complaint cannot be resolved satisfactorily by talking with the person(s) involved, the student may continue to Step 2.

NOTE: In cases of sexual harassment, sexual misconduct, or racial discrimination, students may choose to bypass these procedures and report the conduct directly to either of the following offices:

- SoHE Human Resources Manager: Nancy Andrews (https://sohe.wisc.edu/staff/nancy-andrews/)
- The Office for Equity and Diversity (http://oed.wisc.edu/) (179-A Bascom Hall, 608-263-2378, Wisconsin Telecommunications Relay Service: 7-1-1)

STEP 2. Does the complaint involve someone in a Human Ecology academic department (Civil Society and Community Studies, Consumer Science, Design Studies, and Human Development & Family Studies)?

- Yes: The student should contact the chair of the department. The student will submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment. The department chair will refer the matter to the department’s Graduate Program Committee or to another appropriate departmental committee (standing or ad hoc) for review. The committee will share the student’s written complaint with the person at whom the complaint is directed, and will obtain a written response from this person. This response will be shared with the student filing the grievance. The committee chair will provide a timely written decision to the student on the action taken by the committee (the departmental decision). If either party is unwilling to accept the departmental decision, the department chair will refer the matter to the Associate Dean for Graduate Studies (see contact information below). The Associate Dean will bring the grievance to the Human Ecology Graduate Program Council for review. (NOTE: if the grievance is against the department chair, the written complaint should be referred to the chair of the department’s graduate program committee; contact information given below.)
• No: The student should contact the Associate Dean for Graduate Studies (https://sohe.wisc.edu/staff/connie-flanagan/) The student will submit the grievance to the Associate Dean in writing. This must be done within 60 calendar days of the alleged unfair treatment. The Associate Dean will refer the grievance to the Human Ecology Graduate Program Council for review.

STEP 3. Human Ecology Graduate Program Council review.

To ensure fairness, the Graduate Program Council chair may appoint a subcommittee to review the complaint (e.g., excluding faculty from the student’s department). The Graduate Program Council may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately in closed session. The Graduate Program Council will then make a written recommendation to the Associate Dean who will render a decision and submit it to the Dean of the School for final approval. The Associate Dean will provide the Dean’s final decision in writing to the student and to the person against whom the grievance was filed. Unless a longer time is mutually agreed upon by the individuals involved, this written decision shall be made within 30 working days from the date when the written grievance was filed with the Associate Dean’s Office.

Students not willing to accept the final decision of the Dean may appeal to the Graduate School (https://grad.wisc.edu/documents/grievances-and-appeals/).

Questions about these procedures can be directed to Connie Flanagan, Associate Dean for Graduate Studies (https://sohe.wisc.edu/staff/connie-flanagan/).

State law contains provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or centers because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.”

In addition, the UW-System prohibits discrimination based on gender identity or gender expression.

Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity (https://employeedisabilities.wisc.edu/), 179-A Bascom Hall, 263-2378, Wisconsin Telecommunications Relay Service: 7-1-1

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The School of Human Ecology Graduate Program values the professional development of graduate students and provides financial awards to those who are invited to present at professional conferences/exhibits. The purpose of the support is to encourage participation in professional development, scholarly research, and/or creative endeavor and to help cover expenses not covered by other sources. Students may receive a maximum award of $650 for travel ($750 for international travel) to support conference participation in a single academic year. Students are encouraged to seek conference and travel funding from the Graduate School as a first step and apply for supplemental funds through SoHE as needed.

In addition, each academic department within the School of Human Ecology may offer additional professional development grant opportunities. See the program Events Calendar (https://sohe.wisc.edu/calendar-of-events/) for the most up-to-date information on professional development opportunities.

PEOPLE

Faculty:

CIVIL SOCIETY AND COMMUNITY STUDIES

Professors: Cynthia Jasper (chair), Lori Bakken, Constance Flanagan

Associate Professors: Brian McInnes

Assistant Professors: Kasey Keeler, Jennifer Gaddis, Leah Horowitz, Carolina Sarmiento, Mariaelena Huambachano

CONSUMER SCIENCE (CONSUMER BEHAVIOR & FAMILY ECONOMICS)

Professors: Nancy Wong (chair), Judith Bartfeld, J. Michael Collins

Associate Professors: Clifford Robb

Assistant Professors: Fenaba Addo, Lydia Ashton, Megan Bea, C. Yiwei Zhang

DESIGN STUDIES

Professors: Roberto Rengel (chair), Jennifer Angus, Wei Dong, Majid Sarmadi, Mary Hark

Associate Professors: Carolyn Kallenborn, Marina Moskowitz, Kevin Ponto, Jung-hye Shin

Assistant Professors: Marianne Fairbanks, Kristin Thorleifsdottir

HUMAN DEVELOPMENT AND FAMILY STUDIES

Professors: Janean Dilworth-Bart (chair), Charles Raison, Julie Poehlmann-Tynan

Associate Professors: Larissa Duncan, Sarah Halpern-Meekin, Sigan Hartley, Heather Kirkorian, Robert Nix, Lauren Papp

Assistant Professors: Kristin Litzelman, Margaret Kerr, Alvin Thomas

HUMAN ECOLOGY: DESIGN STUDIES, M.S.

This is a named option within the Human Ecology, M.S. (p. 964)

The M.S. Human Ecology program in the Design Studies department is geared toward generating new knowledge and/or insights into design, broadly conceived as both a process and product. The program is geared
for students wanting to conduct limited scholarly research in an area of interest. The M.S. culminates in the production of an M.S. thesis that contributes to the knowledge base in the discipline of design (See the program website for more information on the non-thesis option in textile science). Some graduates of the program may continue their journey into Ph.D. programs while others may find themselves well positioned for jobs in industry. Students who aim to become or continue their design practice may be better suited in the Human Ecology: Design Studies, MFA (p. 982) program.

The Design Studies graduate program provides opportunities for students to pursue topics in depth in design and design’s relationship with human, their environments, textiles, and other material objects. The program is highly flexible, as each student works closely with his/her advisor and graduate committee to design a custom-fit curriculum that strives to support each student’s goals after graduation. Due to the centrality of the student/advisor relationship, students will only be accepted if there is a close fit between the student’s area of interest and a graduate faculty member who is willing to commit to serve in this mentorship relationship. In this regard, it is important for each applicant to identify a potential faculty member whom they would intend to work with at the time of the applicant’s submission. At the same time, students are encouraged to collaborate with faculty from a broad range of departments across the university, including, but not limited to, Art, Art History, Civil Society and Community Studies, Computer Science, Consumer Science, Engineering, Folklore, Human Development and Family Studies, Geography, and Planning and Landscape Architecture.

AREAS OF CONCENTRATION

M.S. students can choose areas of inquiry from a variety of choices. Within each area, students are expected to build a self-directed and highly coherent curriculum in close consultation with a major faculty advisor. Topics for inquiry typically fall within the following broad areas:

**Design History and/or Material Culture Studies**
Material Culture Studies and Design History (DH) examines the relationships between culture, objects, and individuals. Students develop expertise and insights into the study of objects and environments, not as isolated entities, but as embedded in social, cultural, aesthetic, anthropological, geographical, and temporal contexts. Knowledge gained may result in understanding of the past, or insights into contemporary design. Students may focus on particular designers and makers, design from a particular geographical area or time period, design of textiles, design of environments or analysis of meaning and value.

**Environment Design research (Environment Design, Environment-Behavior Studies)**
Environmental Design Research (EDR) addresses diverse aspects of design inquiry, focusing on the complex inter-relationship between people and the built environment with an ultimate goal to create environments that are sustainable and responsive to human needs. Previous graduate topics in this area have included environment behavior, evidence-based design, building evaluation, sustainability, aging and environment, environments for special populations and children, participatory action research, and emerging technologies and applications of virtual reality.

**Textile Science (Thesis and non-thesis option)**
Textile Science provides in-depth understanding of the physical and chemical properties of natural and synthetic fibers and their interaction with dyes, finishes, and plasma. Students become familiar with a variety of analytical tools such as Atomic Force Microscopy (AFM), Electron Spectroscopy for Chemical Analysis (ESCA), Scanning Electron Microscopy (SEM), and Attenuated Total Reflectance, Fourier Transform Infrared Spectroscopy (ATR-FTIR).

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements (https://grad.wisc.edu/apply/requirements/) **of the Graduate School as well as the program(s).**

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

To be considered for admission to the Design Studies (DS) M.S. option in Human Ecology, the department requires the following materials:

- Online application (https://grad.wisc.edu/apply/) indicating “Human Ecology MS—Design Studies” as your program selection
- $75 application fee
- CV/resume
- Unofficial transcripts or academic records from each institution attended (official transcripts will be required for students who receive an admission offer)
- Official TOEFL or Melab score (international students only)
- Three letters of recommendation (submitted electronically through your Graduate School application)
- Uploaded Statement of Purpose/Reasons for Graduate Study
- Upload a writing sample
  - Examples of writing samples include prior scholarly work such as term papers, theses, or published articles. All writing samples must be written in English and uploaded to the online application system as a PDF.
Additional information is available here (https://sohe.wisc.edu/graduate-students/research-and-creative-scholarship/design-studies/).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Funding opportunities for Human Ecology graduate students are available and made possible, in large part, by generous donations to SoHE. Every year, these funds are used to fund teaching or project assistantships, award academic excellence scholarships, and provide students doing their masters or doctoral research or final MFA project with conference travel scholarships and graduate research scholarships. See the School of Human Ecology Enrollment Policy on Funding Eligibility (https://sohe.wisc.edu/graduate-students/academic-policies-forms-deadlines/full-time-enrollment-policy-for-funding-eligibility/) and view current funding opportunities on our program website (https://sohe.wisc.edu/graduate-students/funding/) for more information.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

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<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
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<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
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<td>No</td>
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Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
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- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
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<th>Credits</th>
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<td>15</td>
<td></td>
</tr>
<tr>
<td>Research Methods and Theory</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Seminar in Area of Emphasis</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Research and Thesis</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>DS 990</td>
<td>Research and Thesis</td>
<td>6</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td></td>
<td><strong>30</strong></td>
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An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
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TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

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- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that he or she has been treated unfairly by a Human Ecology faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following the grievance procedures outlined below. To ensure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Human Ecology.

The person whom the complaint is directed against must be an employee of the School of Human Ecology. Any graduate student or graduate applicant may use these procedures unless the complaint is covered by other campus rules or contracts.

Note: These procedures do not cover appeals of admissions decisions or other decisions made by departmental or Human Ecology committees. For information on appeals of decisions, students should contact the chair of the committee or the chair of the department that made the decision.

Contacts

Civil Society and Community Studies: Brian McInnes (https://sohe.wisc.edu/staff/brian-mcinnes/) (Graduate Program Chair), Cynthia Jasper (http://sohe.wisc.edu/staff/cynthia-jasper/) (Department Chair)

Consumer Science: J. Michael Collins (https://sohe.wisc.edu/staff/j-michael-collins/) (Graduate Program Chair), Nancy Wong (http://sohe.wisc.edu/staff/nancy-wong/) (Department Chair)

Design Studies: Jung-hye Shin (https://sohe.wisc.edu/staff/jung-hye-shin/) (Graduate Program Chair), Roberto Rengel (http://sohe.wisc.edu/staff/roberto-rengel/) (Department Chair)

Human Development and Family Studies: Kristin Litzelman (https://sohe.wisc.edu/staff/kristin-litzelman/) (Graduate Program Chair), Janean
STEP 1. The student should first consider talking directly with the person(s) against whom the grievance is directed.

Some issues can be settled at this level, and some cannot be. Although students are encouraged to talk directly with the person(s) involved, we recognize that this may not always be possible. If the complaint cannot be resolved satisfactorily by talking with the person(s) involved, the student may continue to Step 2.

NOTE: In cases of sexual harassment, sexual misconduct, or racial discrimination, students may choose to bypass these procedures and report the conduct directly to either of the following offices:

- SoHE Human Resources Manager: Nancy Andrews (https://sohe.wisc.edu/staff/nancy-andrews/)
- The Office for Equity and Diversity (http://oed.wisc.edu/) (179-A Bascom Hall, 608-263-2378, Wisconsin Telecommunications Relay Service: 7-1-1)

STEP 2. Does the complaint involve someone in a Human Ecology academic department (Civil Society and Community Studies, Consumer Science, Design Studies, and Human Development & Family Studies)?

- Yes: The student should contact the chair of the department. The student will submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment. The department chair will refer the matter to the department’s Graduate Program Committee or to another appropriate departmental committee (standing or ad hoc) for review. The committee will share the student’s written complaint with the person at whom the complaint is directed, and will obtain a written response from this person. This response will be shared with the student filing the grievance. The committee chair will provide a timely written decision to the student on the action taken by the committee (the departmental decision). If either party is unwilling to accept the departmental decision, the department chair will refer the matter to the Associate Dean for Graduate Studies (see contact information below). The Associate Dean will bring the grievance to the Human Ecology Graduate Program Council for review. (Note: if the grievance is against the department chair, the written complaint should be referred to the chair of the department’s graduate program committee; contact information given below.)

- No: The student should contact the Associate Dean for Graduate Studies. (https://sohe.wisc.edu/staff/connie-flanagan/) The student will submit the grievance to the Associate Dean in writing. This must be done within 60 calendar days of the alleged unfair treatment. The Associate Dean will refer the grievance to the Human Ecology Graduate Program Council for review.

STEP 3. Human Ecology Graduate Program Council review.

To ensure fairness, the Graduate Program Council chair may appoint a subcommittee to review the complaint (e.g., excluding faculty from the student’s department). The Graduate Program Council may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately in closed session. The Graduate Program Council will then make a written recommendation to the Associate Dean who will render a decision and submit it to the Dean of the School for final approval. The Associate Dean will provide the Dean’s final decision in writing to the student and to the person against whom the grievance was filed. Unless a longer time is mutually agreed upon by the individuals involved, this written decision shall be made within 30 working days from the date when the written grievance was filed with the Associate Dean’s Office.

Students not willing to accept the final decision of the Dean may appeal to the Graduate School (https://grad.wisc.edu/documents/grievances-and-appeals/).

Questions about these procedures can be directed to Connie Flanagan, Associate Dean for Graduate Studies (https://sohe.wisc.edu/staff/connie-flanagan/).

State law contains provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or centers because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.”

In addition, the UW-System prohibits discrimination based on gender identity or gender expression.

Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity (https://employeeldisabilities.wisc.edu/), 179-A Bascom Hall, 263-2378, Wisconsin Telecommunications Relay Service: 7-1-1.

OTHER

n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The School of Human Ecology Graduate Program values the professional development of graduate students and provides financial awards to those who are invited to present at professional conferences/exhibits. The purpose of the support is to encourage participation in professional development, scholarly research, and/or creative endeavor and to help cover expenses not covered by other sources. Students may receive a maximum award of $650 for travel ($750 for international travel) to support conference participation in a single academic year. Students are encouraged to seek conference and travel funding from the Graduate School as a first step and apply for supplemental funds through SoHE as needed.
In addition, each academic department within the School of Human Ecology may offer additional professional development grant opportunities. See the program Events Calendar (https://sohe.wisc.edu/calendar-of-events/) for the most up-to-date information on professional development opportunities.

PEOPLE

Faculty:

**CIVIL SOCIETY AND COMMUNITY STUDIES**

Professors: Cynthia Jasper (chair), Lori Bakken, Constance Flanagan

Associate Professor: Brian McInnes

Assistant Professors: Kasey Keeler, Jennifer Gaddis, Leah Horowitz, Carolina Sarmiento, Mariaelena Huambachano

**CONSUMER SCIENCE (CONSUMER BEHAVIOR & FAMILY ECONOMICS)**

Professors: Nancy Wong (chair), Judith Bartfeld, J. Michael Collins

Associate Professor: Clifford Robb

Assistant Professors: Fenaba Addo, Lydia Ashton, Megan Bea, C. Yiwei Zhang

**DESIGN STUDIES**

Professors: Roberto Rengel (chair), Jennifer Angus, Wei Dong, Majid Sarmadi, Mary Hark

Associate Professors: Carolyn Kallenborn, Marina Moskowitz, Kevin Ponto, Jung-hye Shin

Assistant Professors: Marianne Fairbanks, Kristin Thorleifsdottir

**HUMAN DEVELOPMENT AND FAMILY STUDIES**

Professors: Janean Dilworth-Bart (chair), Charles Raison, Julie Poehlmann-Tyan

Associate Professors: Larissa Duncan, Sarah Halpern-Meekin, Sigan Hartley, Heather Kirkorian, Robert Nix, Lauren Papp

Assistant Professors: Kristin Litzelman, Margaret Kerr, Alvin Thomas

**HUMAN ECOLOGY: HUMAN DEVELOPMENT AND FAMILY STUDIES, M.S.**

This is a non-admitting named option within the Human Ecology, M.S. (p. 964)

Students earn the Human Ecology: Human Development and Family Studies, M.S. along the way to the Ph.D. See Human Ecology: Human Development & Family Studies, Ph.D. (p. 990) for admissions and degree requirements.

ADMISSIONS

Beginning fall 2017, the Human Development and Family Studies M.S. option is no longer offered as a terminal degree option to which students can apply. This degree is earned along the way to the Human Development and Family Studies Ph.D. option in Human Ecology. Students interested in pursuing a terminal master of science degree specializing in Human Development and Family Studies should apply directly to the Master of Science in Human Ecology (no named option) (p. 964).

Additional information is available here (http://sohe.wisc.edu/hdfs/).

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**GRADUATE SCHOOL RESOURCES**

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**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

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<td>Special Topics in Human Ecology (Professional Development Seminar)</td>
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</tr>
<tr>
<td>INTER-HE 792</td>
<td>Theories and Perspectives in Human Ecology</td>
<td></td>
</tr>
<tr>
<td>HDFS 766</td>
<td>Current Topics in Human Development and Family Studies (Prenatal to Adolescence)</td>
<td>9</td>
</tr>
<tr>
<td>HDFS 766</td>
<td>Current Topics in Human Development and Family Studies (Late Adolescence to Old Age)</td>
<td></td>
</tr>
<tr>
<td>HDFS 865</td>
<td>Family Theory I (Survey)</td>
<td></td>
</tr>
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Policies

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**Consumer Science**: J. Michael Collins (https://sohe.wisc.edu/staff/j-michael-collins/) (Graduate Program Chair), Nancy Wong (http://sohe.wisc.edu/staff/nancy-wong/) (Department Chair)

**Design Studies**: Jung-hye Shin (https://sohe.wisc.edu/staff/jung-hye-shin/) (Graduate Program Chair), Roberto Rengel (http://sohe.wisc.edu/staff/roberto-rengel/) (Department Chair)

**Human Development and Family Studies**: Kristin Litzelman (https://sohe.wisc.edu/staff/kristin-litzelman/) (Graduate Program Chair), Janean Dilworth-Bart (https://sohe.wisc.edu/staff/janean-dilworth-bart-2/) (Department Chair)

**Master of Science in Human Ecology**: Sarah Halpern-Meekin (https://sohe.wisc.edu/staff/sarah-halpern-meekin/) (Graduate Program Chair)

Students are encouraged to keep written documentation of their experience of unfair treatment both before and during the grievance proceedings.

**Graduate Student Grievance Procedures**

**STEP 1.** The student should first consider talking directly with the person(s) against whom the grievance is directed.

Some issues can be settled at this level, and some cannot be. Although students are encouraged to talk directly with the person(s) involved, we recognize that this may not always be possible. If the complaint cannot be resolved satisfactorily by talking with the person(s) involved, the student may continue to **Step 2**.

**NOTE:** In cases of sexual harassment, sexual misconduct, or racial discrimination, students may choose to bypass these procedures and report the conduct directly to either of the following offices:

- SoHE Human Resources Manager: Nancy Andrews (https://sohe.wisc.edu/staff/nancy-andrews/)
- The Office for Equity and Diversity (http://oed.wisc.edu/) (179-A Bascom Hall, 608-263-2378, Wisconsin Telecommunications Relay Service: 7-1-1)
STEP 2. Does the complaint involve someone in a Human Ecology academic department (Civil Society and Community Studies, Consumer Science, Design Studies, and Human Development & Family Studies)?

- Yes: The student should contact the chair of the department. The student will submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment. The department chair will refer the matter to the department’s Graduate Program Committee or to another appropriate departmental committee (standing or ad hoc) for review. The committee will share the student’s written complaint with the person at whom the complaint is directed, and will obtain a written response from this person. This response will be shared with the student filing the grievance. The committee chair will provide a timely written decision to the student on the action taken by the committee (the departmental decision). If either party is unwilling to accept the departmental decision, the department chair will refer the matter to the Associate Dean for Graduate Studies (see contact information below). The Associate Dean will bring the grievance to the Human Ecology Graduate Program Council for review. (NOTE: if the grievance is against the department chair, the written complaint should be referred to the chair of the department’s graduate program committee; contact information given below.)

- No: The student should contact the Associate Dean for Graduate Studies. The student will submit the grievance to the Associate Dean in writing. This must be done within 60 calendar days of the alleged unfair treatment. The Associate Dean will refer the grievance to the Human Ecology Graduate Program Council for review.

STEP 3. Human Ecology Graduate Program Council review.

To ensure fairness, the Graduate Program Council chair may appoint a subcommittee to review the complaint (e.g., excluding faculty from the student’s department). The Graduate Program Council may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately in closed session. The Graduate Program Council will then make a written recommendation to the Associate Dean who will render a decision and submit it to the Dean of the School for final approval. The Associate Dean will provide the Dean’s final decision in writing to the student and to the person against whom the grievance was filed. Unless a longer time is mutually agreed upon by the individuals involved, this written decision shall be made within 30 working days from the date when the written grievance was filed with the Associate Dean’s Office.

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Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity (https://employeedisabilities.wisc.edu/), 179-A Bascom Hall, 263-2378, Wisconsin Telecommunications Relay Service: 7-1-1

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

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In addition, each academic department within the School of Human Ecology may offer additional professional development grant opportunities. See the program Events Calendar (https://sohe.wisc.edu/calendar-of-events/) for the most up-to-date information on professional development opportunities.

PEOPLE

Faculty:

CIVIL SOCIETY AND COMMUNITY STUDIES

Professors: Cynthia Jasper (chair), Lori Bakken, Constance Flanagan

Associate Professors: Brian McInnes

Assistant Professors: Kasey Keeler, Jennifer Gaddis, Leah Horowitz, Carolina Sarmiento, Mariaelena Huambachano

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Professors: Nancy Wong (chair), Judith Bartfeld, J. Michael Collins

Associate Professors: Clifford Robb

Assistant Professors: Fenaba Addo, Lydia Ashton, Megan Bea, C. Yiwei Zhang
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**Assistant Professors:** Marianne Fairbanks, Kristín Thórleifsdóttir

**HUMAN DEVELOPMENT AND FAMILY STUDIES**

**Professors:** Janean Dilworth-Bart (chair), Charles Raison, Julie Poehlmann-Tynan

**Associate Professors:** Larissa Duncan, Sarah Halpern-Meekin, Sigan Hartley, Heather Kirkorian, Robert Nix, Lauren Papp

**Assistant Professors:** Kristin Litzelman, Margaret Kerr, Alvin Thomas

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**HUMAN ECOLOGY: HUMAN ECOLOGY, M.S.**

This is a named option in the Human Ecology M.S. (p. 964)

The Master of Science in Human Ecology offers multi-disciplinary course work that focuses on current theories and strategies for creating, managing and evaluating settings that promote human and community development. Students are exposed to current research and practice that integrates: (a) the promotion of human and family development with (b) perspectives on building effective organizations and sustainable communities. Students create their own "master's specialization" through elective courses and the completion of a real-world capstone project. Specializations are designed so that students can name their expertise to prospective employers.

This program is intended as a terminal, applied degree. Students interested in a PhD, MFA or other graduate degrees in the School of Human Ecology (https://sohe.wisc.edu/graduate-students/) may apply separately to these programs.

The master's program is geared toward students who are both new to the field and those who have had some direct practice, applied research, educational or advocacy experience. This 32-credit M.S. degree can be completed in three semesters of full-time study or four or more semesters if students are part-time. The program prepares students for careers working in a wide range of settings including:

- Community-based organizations (family support, youth work, community organizing, social justice, intervention and prevention programs, consumer and financial coaching)
- Intermediary and “backbone" organizations (technical assistance providers, philanthropic foundations, applied research and evaluation organizations, capacity building providers, community-based economic development)
- Government agencies (child and family services, public health, legislative support)
- University outreach (Cooperative Extension, community partnerships and coalitions, public service, multicultural offices, academic support and education)

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**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet the minimum requirements** (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

**MASTER OF SCIENCE IN HUMAN ECOLOGY (HUMAN ECOLOGY OPTION)**

To be considered for admission to the Master of Science in Human Ecology master’s program the department requires the following materials:

- Online application (https://grad.wisc.edu/apply/) indicating “Human Ecology MS” as your program selection
- $75 application fee
- CV/Resume
- Unofficial transcripts or academic records from each institution attended (official transcripts will be required for students who receive an admission offer)
- Official TOEFL or Melab scores (International students only)
- Three letters of recommendation (Submitted electronically through your Graduate School application)
- Upload your Reasons for Graduate Study/Statement of Purpose. In your statement, please address:
  - Your reasons for studying or seeking a Master of Science in Human Ecology degree
  - Your relevant current or past work and volunteer experience
  - Your professional goals and plans after completing this program

Optional: Upload any other supporting documents that you believe enhance your application (e.g., honors, awards, GRE scores, writing sample, etc.)
Additional information is available here (http://sohe.wisc.edu/ms/).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Funding opportunities for Human Ecology graduate students are available and made possible, in large part, by generous donations to SoHE. Every year, these funds are used to fund teaching or project assistantships, award academic excellence scholarships, and provide students doing their masters or doctoral research or final MFA project with conference travel scholarships and graduate research scholarships. See the School of Human Ecology Enrollment Policy on Funding Eligibility (https://sohe.wisc.edu/graduate-students/academic-policies-forms-deadlines/full-time-enrollment-policy-for-funding-eligibility/) and view current funding opportunities on our program website (https://sohe.wisc.edu/graduate-students/funding/) for more information.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>32 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (16 credits out of 32 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>No additional assessments and examinations</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements</td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Understanding and Translating Research</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Content and Theory</td>
<td></td>
</tr>
</tbody>
</table>

Select courses from any SoHE department (CNSR SCI, CSCS, DS, HDFS, or INTER-HE); must include INTER-HE 801

**Area of Specialization**

Based on one's professional interests and specific career goals, students develop their own specialization by taking three courses of their own choosing

| Professional Skills | 9 |

Choose from among the INTER-HE 815 Professional Skills for Community Leaders and Practitioner courses and other courses as approved by Faculty Program Director

| Capstone Project | 3 |

INTER-HE 980 Capstone Seminar

**Total Credits**

| 32 |

1 Students typically take 1 capstone seminar credit in their second-to-last semester and 2 capstone seminar credits in their final semester; alternative approaches can be made with the approval of the Faculty Program Director.
POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count up to 9 credits of graduate coursework taken at other institutions or taken as a UW–Madison Special student. Prior coursework taken at other institutions may not be used to satisfy the minimum graduate residence credit requirement. Credits earned five or more years prior to admission to a master’s degree are not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, up to 7 credits numbered 300 or above from a UW–Madison undergraduate degree are allowed to count toward degree credit; undergraduate courses must be numbered 700 or above to count toward the minimum graduate coursework requirement. No undergraduate coursework may count toward the graduate residence requirement.

UW–Madison University Special

With program approval, students are allowed to count up to 9 credits of graduate coursework taken at other institutions or taken as a UW–Madison Special student. coursework must be numbered 300 or above for residence and degree credit requirement and 700 or above for minimum graduate coursework (50%) requirement. Credits earned five or more years prior to admission to a master's degree are not allowed to satisfy requirements. Use of Special student credit may require payment of tuition difference.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

12 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that he or she has been treated unfairly by a Human Ecology faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following the grievance procedures outlined below. To ensure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Human Ecology.

The person whom the complaint is directed against must be an employee of the School of Human Ecology. Any graduate student or graduate applicant may use these procedures unless the complaint is covered by other campus rules or contracts.

Note: These procedures do not cover appeals of admissions decisions or other decisions made by departmental or Human Ecology committees. For information on appeals of decisions, students should contact the...
Chair of the committee or the chair of the department that made the decision.

Contacts

Civil Society and Community Studies: Brian McInnes (https://sohe.wisc.edu/staff/brian-mcinnnes/) (Graduate Program Chair), Cynthia Jasper (https://sohe.wisc.edu/staff/cynthia-jasper/) (Department Chair)

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Master of Science in Human Ecology: Sarah Halpern-Meekin (https://sohe.wisc.edu/staff/sarah-halpern-meekin/) (Graduate Program Chair)

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STEP 2. Does the complaint involve someone in a Human Ecology academic department (Civil Society and Community Studies, Consumer Science, Design Studies, and Human Development & Family Studies)?

- Yes: The student should contact the chair of the department. The student will submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment. The department chair will refer the matter to the department’s Graduate Program Committee or to another appropriate departmental committee (standing or ad hoc) for review. The committee will share the student’s written complaint with the person at whom the complaint is directed, and will obtain a written response from this person. This response will be shared with the student filing the grievance. The committee chair will provide a timely written decision to the student on the action taken by the committee (the departmental decision). If either party is unwilling to accept the departmental decision, the department chair will refer the matter to the Associate Dean for Graduate Studies (see contact information below). The Associate Dean will bring the grievance to the Human Ecology Graduate Program Council for review. (NOTE: if the grievance is against the department chair, the written complaint should be referred to the chair of the department’s graduate program committee; contact information given below.)
- No: The student should contact the Associate Dean for Graduate Studies. (https://sohe.wisc.edu/staff/connie-flanagan/) The student will submit the grievance to the Associate Dean in writing. This must be done within 60 calendar days of the alleged unfair treatment. The Associate Dean will refer the grievance to the Human Ecology Graduate Program Council for review.

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OTHER

Additional school-wide policies are available here (https://sohe.wisc.edu/graduate-students/academic-policies-forms-deadlines/).
PROFESSIONAL DEVELOPMENT

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Associate Professors: Larissa Duncan, Sarah Halpern-Meekin, Sigan Hartley, Heather Kirkorian, Robert Nix, Lauren Papp
Assistant Professors: Kristin Litzelman, Margaret Kerr, Alvin Thomas

HUMAN ECOLOGY, MFA
The focus of the MFA degree is on creative performance in design. Its goals are to promote strong and creative conceptual thinking, exploration, interpretation, innovation, and overall excellence in design execution.

Students interested in the MFA should refer to the named option in Design Studies (p. 984).

ADMISSIONS
Students apply to the MFA in Human Ecology through its named option:

• Design Studies (p. 985)

FUNDING
GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Funding opportunities for Human Ecology graduate students are available and made possible, in large part, by generous donations to SoHE. Every year, these funds are used to fund teaching or project assistantships, award academic excellence scholarships, and provide students doing their masters or doctoral research or final MFA project with conference travel scholarships and graduate research scholarships. See the School of Human Ecology Enrollment Policy on Funding Eligibility (https://sohe.wisc.edu/graduate-students/academic-policies-forms-deadlines/full-time-enrollment-policy-for-funding-eligibility/) and view current funding opportunities on our program website (https://sohe.wisc.edu/graduate-students/funding/) for more information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

Requirements Detail
Minimum 60 credits
Credit Requirement
Minimum Residence Credit Requirement: 24 credits

Minimum Graduate Coursework Requirement: Half of degree coursework (30 credits out of 60 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations: Before beginning substantial work on their thesis, all MFA students must receive approval of their thesis proposal from their MFA committee after satisfactorily completing at least three full-time semesters of coursework and passing the MFA Interim Qualifier. The thesis proposal is intended to describe the creative work or project that will be at the core of the thesis, to demonstrate the student’s broad knowledge in areas that relate to their thesis, to explain how their work or project relates to the work of other designers and artists, to demonstrate their awareness of relevant theories and methods as reflected in their literature review, to explain their methods and materials, and to outline a detailed schedule for the completion of the thesis.

Upon approval of their thesis proposal, students are expected to register for 9 credits that will represent thesis writing and production. These credits are generally research and thesis credits, independent studies, or required seminars; they must be at the 500 level or above.

All MFA students are required to present their work at least once per academic year in a Group Review Session attended by faculty and the other MFA students. First year students can present their work that they submitted for their application, or work from a course that they have taken. Second year students should present work from their Focus Area student work, or their advanced General Studio work. Third-year students should present their thesis work in progress.

The Group Review Sessions have several goals. *Enable MFA students to see what other MFA students are working on. *Enable the MFA faculty as a whole to see what all of the MFA students are working on. *Enable MFA students to receive constructive review of their work. *Enable MFA students to gain experience critiquing and receiving critique. *Enable MFA students to gain experience presenting their work.

All MFA students are required to successfully prepare and present a thesis that includes a studio component, a written component, and an oral defense. These are Research and Thesis credits with the student’s advisor.

Language Requirements: n/a

Doctoral Minor/Breadth Requirements: All doctoral students are required to complete a minor.

REQUIRED COURSES
Select a Named Option (p. 983) for courses required.

NAMED OPTIONS
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree
conferral. Students pursuing the Master of Fine Arts in Human Ecology must select the following named option:

• HUMAN ECOLOGY: DESIGN STUDIES, MFA (P. 984)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The School of Human Ecology Graduate Program values the professional development of graduate students and provides financial awards to those who are invited to present at professional conferences/exhibits. The purpose of the support is to encourage participation in professional development, scholarly research, and/or creative endeavor and to help cover expenses not covered by other sources. Students may receive a maximum award of $650 for travel ($750 for international travel) to support conference participation in a single academic year. Students are encouraged to seek conference and travel funding from the Graduate School as a first step and apply for supplemental funds through SoHE as needed.

In addition, each academic department within the School of Human Ecology may offer additional professional development grant opportunities. See the program Events Calendar (https://sohe.wisc.edu/calendar-of-events/) for the most up-to-date information on professional development opportunities.

LEARNING OUTCOMES

1. Articulate challenges, frontiers and limits with respect to theory, knowledge or practice within the area of study.
2. Formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within one's area of study.
3. Create research, scholarship or performance that makes a substantive contribution to one's field.
4. Foster ethical conduct and professional guidelines.

POLICIES

Students should refer to the named option for policy information:

• Design Studies (p. 985)

PEOPLE

Faculty:

CIVIL SOCIETY AND COMMUNITY STUDIES

Professors: Cynthia Jasper (chair), Lori Bakken, Constance Flanagan

Associate Professors: Brian McInnes

Assistant Professors: Kasey Keeler, Jennifer Gaddis, Leah Horowitz, Carolina Sarmiento, Mariaelena Huambachano

CONSUMER SCIENCE (CONSUMER BEHAVIOR & FAMILY ECONOMICS)

Professors: Nancy Wong (chair), Judith Bartfeld, J. Michael Collins

Associate Professors: Cliford Robb

Assistant Professors: Fenaba Addo, Lydia Ashton, Megan Bea, C. Yiwei Zhang

DESIGN STUDIES

Professors: Roberto Rengel (chair), Jennifer Angus, Wei Dong, Majid Sarmadi, Mary Hark

Associate Professors: Carolyn Kallenborn, Marina Moskowitz, Kevin Ponto, Jung-hye Shin

Assistant Professors: Marianne Fairbanks, Kristin Thorleifsdottir

HUMAN DEVELOPMENT AND FAMILY STUDIES

Professors: Janean Dilworth-Bart (chair), Charles Raison, Julie Poehlmann-Tynan

Associate Professors: Larissa Duncan, Sarah Halpern-Meekin, Sigan Hartley, Heather Kirkorian, Robert Nix, Lauren Papp

Assistant Professors: Kristin Litzelman, Margaret Kerr, Alvin Thomas

HUMAN ECOLOGY: DESIGN STUDIES, MFA

This is the only named option within the Human Ecology, MFA (p. 982). Students interested in the Human Ecology, MFA should apply directly to this Human Ecology: Design Studies, MFA named option.

The focus of the MFA degree is on creative performance in design. Its goals are to promote strong and creative conceptual thinking, exploration, interpretation, innovation, and overall excellence in design execution.

SPECIALIZATIONS

Students typically focus their work in one of two general areas:

• Textile and Fashion Design (TFD): TFD students focus on the conceptual, technical, and aesthetic possibilities of textiles and clothing.

• Interior Architecture (IA): IA students typically concentrate on the innovative application of aesthetic, conceptual, and expressive design strategies in interior environments.

There are many students who may work across these areas or have an even more idiosyncratic integrative focus. In every case, students formulate a plan of study to suit their individual needs.

The course of study requires the completion of a minimum of 60 credits and includes a substantial studio work component. The curriculum seeks to create a foundation with flexibility to fit student needs. Interested students can view course requirements on this page. (p. 985)
Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

### REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3 Required</td>
</tr>
</tbody>
</table>

Applications are accepted once per year for fall admission and are due by the first Monday in January of the same calendar year for which the student is applying.

Applicants must apply online and pay the required application fee to the Graduate School. Applicants must meet all Graduate School requirements including a bachelor’s degree from an accredited institution and an undergraduate GPA of 3.0 or higher (on a 4.0 scale).

### NAMED OPTION REQUIREMENTS

- Online application (https://grad.wisc.edu/apply/) indicating “Human Ecology MFA–Design Studies” as your program selection
- $75 application fee
- CV/resume
- Unofficial transcripts or academic records from each institution attended (official transcripts will be required for students who receive an admission offer)
- Official TOEFL or Melab score (international students only)
- Three letters of recommendation (submitted electronically through your Graduate School application)
- Uploaded Statement of Purpose/Reasons for Graduate Study

Submit to the School of Human Ecology:

- Portfolio
  - All MFA applicants must submit a digital portfolio for review. The portfolio should contain no more than 20 images/pages and there is a 5 MB file size limit for each image or page. Applicants will be able to upload portfolios to the University of Wisconsin’s Box cloud storage system. Digital folders will be created for applicants within 48–72 hours after their electronic application has been received by UW–Madison’s Graduate School. Please contact the SoHE Graduate Program Coordinator for more information.

Additional information is available here (http://sohe.wisc.edu/mfa/).

#### FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

Funding opportunities for Human Ecology graduate students are available and made possible, in large part, by generous donations to SoHE. Every year, these funds are used to fund teaching or project assistantships, award academic excellence scholarships, and provide students doing their masters or doctoral research or final MFA project with conference travel scholarships and graduate research scholarships. See the School of Human Ecology Enrollment Policy on Funding Eligibility (https://sohe.wisc.edu/graduate-students/academic-policies-forms-deadlines/full-time-enrollment-policy-for-funding-eligibility/) and view current funding opportunities on our program website (https://sohe.wisc.edu/graduate-students/funding/) for more information.

#### REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### NAMED OPTION REQUIREMENTS

### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>60 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>24 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (30 credits out of 60 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

Assessments and Examinations

Before beginning substantial work on their thesis, all MFA students must receive approval of their thesis proposal from their MFA committee after satisfactorily completing at least three full-time semesters of coursework and passing the MFA Interim Qualifier. The thesis proposal is intended to describe the creative work or project that will be at the core of the thesis, to demonstrate the student’s broad knowledge in areas that relate to their thesis, to explain how their work or project relates to the work of other designers and artists, to demonstrate their awareness of relevant theories and methods as reflected in their literature review, to explain their methods and materials, and to outline a detailed schedule for the completion of the thesis.

Upon approval of their thesis proposal, students are expected to register for 9 credits that will represent thesis writing and production. These credits are generally research and thesis credits, independent studies, or required seminars; they must be at the 500 level or above.

All MFA students are required to present their work at least once per academic year in a Group Review Session attended by faculty and the other MFA students. First year students can present their work that they submitted for their application, or work from a course that they have taken. Second year students should present work from their Focus Area student work, or their advanced General Studio work. Third-year students should present their thesis work in progress.

The Group Review Sessions have several goals.

- Enable MFA students to see what other MFA students are working on.
- Enable the MFA faculty as a whole to see what all of the MFA students are working on.
- Enable MFA students to receive constructive review of their work.
- Enable MFA students to gain experience critiquing and receiving critique.
- Enable MFA students to gain experience presenting their work.

All MFA students are required to successfully prepare and present a thesis that includes a studio component, a written component, and an oral defense. These are Research and Thesis credits with the student’s advisor.

Language Requirements

Contact the program for information on any language requirements.

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a minor.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-MFA Preparation Courses</td>
<td>Pre-MFA preparation courses vary by area of study and may include, but are not limited to, the following courses:</td>
<td></td>
</tr>
<tr>
<td>Textile and Fashion Design</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Textile and/or Fashion History</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Preparation of Final Thesis

Focus Area Studio Work

May be waived for students with substantial portfolios.

Required Courses (Interior Architecture concentration only.

Choose from among the following Core Courses:

MFA students will be expected to enroll in 18-21 credits

Core Courses

As much as possible within their first two years, all

INTER-HE 801 Special Topics in Human Ecology
(Select topic: Theories and Perspectives in Human Ecology)

Choose at least one additional course. Suggestions

Choose from among the following courses:

Any Art History or Design Studies course focusing on

ART HIST/ HISTORY/ LAND ARC 764

Choose from among the following courses:

ART HIST/ AFROAMER 801 Historiography, Theory and Methods
in Visual Culture
ART HIST/ AFROAMER 802 Visual Cultures: Topics in Visual
Cultures

Non-Studio Academic Coursework-Graduate Student

Department to develop an interdisciplinary framework for their MFA
work. The core curriculum also includes an independent study that will
facilitate the production of the Interim MFA Qualifier.
MFA students are expected to develop a strong foundation in studio-
based inquiry. Students in the Interior Architecture track are strongly
couraged to take both DS 623 Interior Design IV and DS 626
Interior Design V, with the addition of project components tailored
to each student’s Focus Area. All students are encouraged to take
DS 570 Design and Fashion Event Management.

All MFA students, in consultation with their advisor, define a focus
area that will help prepare them for their Interim MFA Qualifier and
Thesis Proposal. This focus builds on their General Studio Work.

Interim MFA Qualifier (Qualifier) is part of the Core Course
requirements for every MFA student, and must be successfully
completed prior to receiving final approval of the thesis proposal. The
Qualifier provides students with an opportunity to create and present
a studio-based project in their area of specialization in preparation
for their final thesis. While limited in scope, the project should be
comparable to the final thesis in terms of its creative and intellectual
tone and quality. The project could be an exhibition that includes
some elements that are integrated into a final thesis exhibition
(most common for students in the Textile and Fashion Design track),
or it could be a presentation and formal dissemination of a pilot
design project that serves as a case study for the final thesis (most
common for students in the Interior Architecture track). Students are
encouraged to disseminate the project broadly, seeking out visibly
prominent public venues, incorporating online versions, or presenting at conferences or in design competitions.

The Interim MFA Qualifier may be based on work completed as part of any UW graduate studio course, as well as from independent studies. Students typically enroll in an independent study (DS 699 Independent Study) with their major advisor to complete the Qualifier. The Qualifier must be reviewed and approved by the student’s major advisor, in consultation with the student’s thesis committee. The project must receive a passing grade in order for the student to receive final approval of their thesis proposal.

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Named Option-Specific Policies

Prior Coursework

Graduate Work from Other Institutions

With program approval, students are allowed to count up to 20 credits of graduate coursework taken at other institutions or as a UW–Madison Special student (with a maximum of 9 special student credits as part of the 20). Prior coursework taken at other institutions may not be used to satisfy the minimum graduate residence credit requirement. Credits earned five or more years prior to admission to an MFA degree are not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, up to 7 credits numbered 300 or above from a UW–Madison undergraduate degree are allowed to count toward degree credit; undergraduate courses must be numbered 700 or above to count toward the minimum graduate coursework requirement. No undergraduate coursework may count toward graduate residence requirement.

UW–Madison University Special

With program approval, students are allowed to count up to 20 credits of graduate coursework taken at other institutions or as a UW–Madison Special student (with a maximum of 9 special student credits as part of the 20). Special student coursework must be numbered 300 or above for residence and degree credit and 700 or above for minimum graduate coursework (50%) credit.

Credits earned five or more years prior to admission to an MFA degree are not allowed to satisfy requirements. Use of Special student credit may require payment of tuition difference.

Advisor / Committee

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

Credits per Term Allowed

12 credits

Time Constraints

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Grievances and Appeals

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)
Any student who feels that he or she has been treated unfairly by a Human Ecology faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following the grievance procedures outlined below. To ensure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Human Ecology.

The person whom the complaint is directed against must be an employee of the School of Human Ecology. Any graduate student or graduate applicant may use these procedures unless the complaint is covered by other campus rules or contracts.

Note: These procedures do not cover appeals of admissions decisions or other decisions made by departmental or Human Ecology committees. For information on appeals of decisions, students should contact the chair of the committee or the chair of the department that made the decision.

Contacts

Civil Society and Community Studies: Brian McInnes (https://sohe.wisc.edu/staff/brian-mcinnes/) (Graduate Program Chair), Cynthia Jasper (http://sohe.wisc.edu/staff/cynthia-jasper/) (Department Chair)

Consumer Science: J. Michael Collins (https://sohe.wisc.edu/staff/j-michael-collins/) (Graduate Program Chair), Nancy Wong (http://sohe.wisc.edu/staff/nancy-wong/) (Department Chair)

Design Studies: Jung-hye Shin (https://sohe.wisc.edu/staff/jung-hye-shin/) (Graduate Program Chair), Roberto Rengel (http://sohe.wisc.edu/staff/roberto-rengel/) (Department Chair)

Human Development and Family Studies: Kristin Litzelman (https://sohe.wisc.edu/staff/kristin-litzelman/) (Graduate Program Chair), Janean Dilworth-Bart (https://sohe.wisc.edu/staff/janean-dilworth-bart-2/) (Department Chair)

Master of Science in Human Ecology: Sarah Halpern-Meekin (https://sohe.wisc.edu/staff/sarah-halpern-meekin/) (Graduate Program Chair)

Students are encouraged to keep written documentation of their experience of unfair treatment both before and during the grievance proceedings.

Graduate Student Grievance Procedures

STEP 1. The student should first consider talking directly with the person(s) against whom the grievance is directed.

Some issues can be settled at this level, and some cannot be. Although students are encouraged to talk directly with the person(s) involved, we recognize that this may not always be possible. If the complaint cannot be resolved satisfactorily by talking with the person(s) involved, the student may continue to Step 2.

NOTE: In cases of sexual harassment, sexual misconduct, or racial discrimination, students may choose to bypass these procedures and report the conduct directly to either of the following offices:

- SoHE Human Resources Manager: Nancy Andrews (https://sohe.wisc.edu/staff/nancy-andrews/)
- The Office for Equity and Diversity (http://oed.wisc.edu/) (179-A Bascom Hall, 608-263-2378, Wisconsin Telecommunications Relay Service: 7-1-1)

STEP 2. Does the complaint involve someone in a Human Ecology academic department (Civil Society and Community Studies, Consumer Science, Design Studies, and Human Development & Family Studies)?

- Yes: The student should contact the chair of the department. The student will submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment. The department chair will refer the matter to the department's Graduate Program Committee or to another appropriate departmental committee (standing or ad hoc) for review. The committee will share the student's written complaint with the person at whom the complaint is directed, and will obtain a written response from this person. This response will be shared with the student filing the grievance. The committee chair will provide a timely written decision to the student on the action taken by the committee (the departmental decision). If either party is unwilling to accept the departmental decision, the department chair will refer the matter to the Associate Dean for Graduate Studies (see contact information below). The Associate Dean will bring the grievance to the Human Ecology Graduate Program Council for review. (NOTE: if the grievance is against the department chair, the written complaint should be referred to the chair of the department's graduate program committee; contact information given below.)

- No: The student should contact the Associate Dean for Graduate Studies. (https://sohe.wisc.edu/staff/connie-flanagan/) The student will submit the grievance to the Associate Dean in writing. This must be done within 60 calendar days of the alleged unfair treatment. The Associate Dean will refer the grievance to the Human Ecology Graduate Program Council for review.

STEP 3. Human Ecology Graduate Program Council review.

To ensure fairness, the Graduate Program Council chair may appoint a subcommittee to review the complaint (e.g., excluding faculty from the student's department). The Graduate Program Council may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately in closed session. The Graduate Program Council will then make a written recommendation to the Associate Dean who will render a decision and submit it to the Dean of the School for final approval. The Associate Dean will provide the Dean's final decision in writing to the student and to the person against whom the grievance was filed. Unless a longer time is mutually agreed upon by the individuals involved, this written decision shall be made within 30 working days from the date when the written grievance was filed with the Associate Dean's Office.

Students not willing to accept the final decision of the Dean may appeal to the Graduate School (https://grad.wisc.edu/documents/grievances-and-appeals/).

Questions about these procedures can be directed to Connie Flanagan, Associate Dean for Graduate Studies (https://sohe.wisc.edu/staff/connie-flanagan/).

State law contains provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part:

"No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or centers because of the student's race,
color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status."

In addition, the UW-System prohibits discrimination based on gender identity or gender expression.

Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity (https://employee.disabilities.wisc.edu/), 179-A Bascom Hall, 263-2378, Wisconsin Telecommunications Relay Service: 7-1-1

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The School of Human Ecology Graduate Program values the professional development of graduate students and provides financial awards to those who are invited to present at professional conferences/exhibits. The purpose of the support is to encourage participation in professional development, scholarly research, and/or creative endeavor and to help cover expenses not covered by other sources. Students may receive a maximum award of $650 for travel ($750 for international travel) to support conference participation in a single academic year. Students are encouraged to seek conference and travel funding from the Graduate School as a first step and apply for supplemental funds through SoHE as needed.

In addition, each academic department within the School of Human Ecology may offer additional professional development grant opportunities. See the program Events Calendar (https://sohe.wisc.edu/calendar-of-events/) for the most up-to-date information on professional development opportunities.

PEOPLE

Faculty:

CIVIL SOCIETY AND COMMUNITY STUDIES

Professors: Cynthia Jasper (chair), Lori Bakken, Constance Flanagan

Associate Professors: Brian Mclnnes

Assistant Professors: Kasey Keeler, Jennifer Gaddis, Leah Horowitz, Carolina Sarmiento, Mariaelena Huambachano

CONSUMER SCIENCE (CONSUMER BEHAVIOR & FAMILY ECONOMICS)

Professors: Nancy Wong (chair), Judith Bartfeld, J. Michael Collins

Associate Professors: Clifford Robb

Assistant Professors: Fenaba Addo, Lydia Ashton, Megan Bea, C. Yiwei Zhang

HUMAN DEVELOPMENT AND FAMILY STUDIES

Professors: Cynthia Jasper (chair), Lori Bakken, Constance Flanagan

Associate Professors: Brian Mclnnes

Assistant Professors: Kasey Keeler, Jennifer Gaddis, Leah Horowitz, Carolina Sarmiento, Mariaelena Huambachano

DESIGN STUDIES

Professors: Roberto Rengel (chair), Jennifer Angus, Wei Dong, Majid Sarmadi, Mary Hark

Associate Professors: Carolyn Kallenborn, Marina Moskowitz, Kevin Ponto, Jung-hye Shin

Assistant Professors: Marianne Fairbanks, Kristin Thorleifsdottir

HUMAN ECOLOGY, PH.D.

Human ecology is the study of the complex relationships between human beings and their environments. The school offers a doctorate of philosophy within four named options/specializations:

- Civil Society and Community Research (p. 992) (CSCR)
- Consumer Behavior and Family Economics (p. 997) (CBFE)
- Design Studies (p. 1002) (DS)
- Human Development and Family Studies (p. 1009) (HDFS)

Each named option has its own faculty, curriculum, requirements and includes a challenging array of coursework along with exciting opportunities for research, outreach, and service consistent with each student’s scholarly interests and career aspirations.

As part of a Research I institution, SoHE faculty members have national reputations in their fields of study and are highly committed to nurturing future scholars and practitioners. They conduct research and mentor students to address issues that cross disciplinary lines. They work closely with graduate students to create courses of study that match each student’s personal and professional goals.

The School of Human Ecology has a strong tradition of outreach and counts several faculty members with budgeted extension appointments among its ranks. But all faculty members devote time and resources to ensuring their work benefits others beyond the campus. These efforts reflect the Wisconsin Idea, (http://wisconsinidea.wisc.edu/) the notion that the university’s boundaries are those of the state, nation, and beyond. Graduate education at SoHE encompasses this mission by stressing the integration of research with program design and implementation, administration, policy development, and evaluation.

ADMISSIONS

Students interested in the Human Ecology Ph.D. should apply directly to one of the named options:

- Civil Society and Community Research (p. 993) (CSCR)
- Consumer Behavior an Family Economics (p. 997) (CBFE)
- Design Studies (p. 1003) (DS)
- Human Development and Family Studies (p. 1009) (HDFS)
FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Funding opportunities for Human Ecology graduate students are available and made possible, in large part, by generous donations to SoHE. Every year, these funds are used to fund teaching or project assistantships, award academic excellence scholarships, and provide students doing their masters or doctoral research or final MFA project with conference travel scholarships and graduate research scholarships. See the School of Human Ecology Enrollment Policy on Funding Eligibility (https://sohe.wisc.edu/graduate-students/academic-policies-forms-deadlines/full-time-enrollment-policy-for-funding-eligibility/) and view current funding opportunities on our program website (https://sohe.wisc.edu/graduate-students/funding/) for more information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
</tbody>
</table>

Half of degree coursework (26 credits out of 51 total credits) must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)).

Overall Graduate GPA Requirement | See one of the named options for specific policy information.

REQUIREMENTS

REQUIRED COURSES

Select a Named Option (p. 991) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Ph.D. in Human Ecology should select one of the following named options:

- HUMAN ECOLOGY: CIVIL SOCIETY AND COMMUNITY RESEARCH, PH.D. (P. 992)
- HUMAN ECOLOGY: CONSUMER BEHAVIOR AND FAMILY ECONOMICS, PH.D. (P. 997)
- HUMAN ECOLOGY: DESIGN STUDIES, PH.D. (P. 1002)
- HUMAN ECOLOGY: HUMAN DEVELOPMENT AND FAMILY STUDIES, PH.D. (P. 1009)

POLICIES

Students should refer to one of the named options for policy information:

- Civil Society and Community Research (p. 993) (CSCR)
- Consumer Behavior and Family Economics (p. 997) (CBFE)
- Design Studies (p. 1003) (DS)
- Human Development and Family Studies (p. 1009) (HDFS)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The School of Human Ecology Graduate Program values the professional development of graduate students and provides financial awards to those who are invited to present at professional conferences/exhibits. The purpose of the support is to encourage participation in professional development, scholarly research, and/or creative endeavor and to help cover expenses not covered by other sources. Students may receive a maximum award of $650 for travel ($750 for international travel) to support conference participation in a single academic year. Students are
encouraged to seek conference and travel funding from the Graduate School as a first step and apply for supplemental funds through SoHE as needed.

In addition, each academic department within the School of Human Ecology may offer additional professional development grant opportunities. See the program Events Calendar (https://sohe.wisc.edu/calendar-of-events/) for the most up-to-date information on professional development opportunities.

LEARNING OUTCOMES

1. Articulate challenges, frontiers and limits with respect to theory, knowledge or practice within the area of study.
2. Formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within one's area of study.
3. Consider the role of social, political, ethical, and economic contexts of research and creative scholarship in one's area of study.
4. Consider the role of multiple paradigms for describing reality in one's area of study.
5. Contribute to advancing the Human Ecology perspective by reflecting the relations among humans and their natural, social, and built environments and applying an interdisciplinary and/or transdisciplinary lens in one's area of professional practice.
6. Create research, scholarship or performance that makes a substantive contribution to one's field.
7. Reflect the nature and significance of diversity in one's area of professional practice.
8. Communicate complex or ambiguous ideas in a compelling manner to a variety of audiences.
9. Foster ethical conduct and professional guidelines.

PEOPLE

Faculty:

CIVIL SOCIETY AND COMMUNITY STUDIES

Professors: Cynthia Jasper (chair), Lori Bakken, Constance Flanagan

Associate Professors: Brian McInnes

Assistant Professors: Kasey Keeler, Jennifer Gaddis, Leah Horowitz, Carolina Sarmiento, Mariaelena Huambachano

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Associate Professors: Carolyn Kallenborn, Marina Moskowitz, Kevin Ponto, Jung-hye Shin

HUMAN DEVELOPMENT AND FAMILY STUDIES

Professors: Janeen Dilworth-Bart (chair), Charles Raison, Julie Poehlmann-Tynan

Associate Professors: Larissa Duncan, Sarah Halpern-Meekin, Sigan Hartley, Heather Kirkorian, Robert Nix, Lauren Papp

Assistant Professors: Kristin Litzelman, Margaret Kerr, Alvin Thomas

HUMAN ECOLOGY: CIVIL SOCIETY AND COMMUNITY RESEARCH, PH.D.

This is a named option within the Human Ecology, Ph.D. (p. 990)

The Human Ecology Ph.D. named option in Civil Society and Community Research (CSCR) focuses on theoretical foundations of grassroots institutions, nonprofit organizations, voluntary associations, and social networks that strive to benefit the common good. The program emphasizes mixed method inquiries that integrate participatory approaches with advanced quantitative and qualitative analysis. The program prepares students to use the processes of research and outreach to strengthen civil society.

The civil society and community research faculty areas of research include: civil society, the nonprofit sector, civic engagement, developmental psychology, community and organizational development, youth civic engagement, community psychology, applied medical anthropology, sustainability, education, inter-generational partnerships, program evaluation and learning assessment, community–university partnerships, and philanthropy and giving.

The CSCR program is served by a multidisciplinary faculty who are professionally active and have strong records of national and international scholarship. They bring perspectives of many disciplines to their work, including community psychology, developmental psychology, sociology, education, medical and cultural anthropology, transformative evaluation and community action. Reflecting the multidisciplinary orientation of the program, faculty possess expertise in areas as diverse as longitudinal modeling, interpretive interviewing, mixed methods study designs, various mapping techniques, observational methods, survey methodology, community-based research, and ethnography.

The CSCR program is committed to collaborations between faculty and graduate students in the arenas of research, teaching, and outreach. Current areas of scholarly activity include youth civic engagement, community organizing, inter-generational partnerships, social trust, program evaluation, coalition building, voluntary associations, adult learning, community development, place-based education and stewardship, and social change. Faculty and students not only conduct research in these areas, they affirmatively support policies and programs. The department maintains strong affiliations with the University of Wisconsin–Madison Division of Extension’s Department of Youth, Family & Community Development.

Graduates of CSCR are prepared for careers as professors in academic departments of human ecology, community development, community research and action, nonprofit management, community sociology, applied developmental science, and program support services. Students will also be prepared for careers as senior staff in technical assistance organizations, foundations, public agencies and advocacy/public
education units. Others will choose to use their research and consultation skills to support grassroots organizations.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

Applications are accepted once per year for Fall admission and are due by December 1st of the preceding year. To be considered for admission to the Civil Society and Community Research (CSCR) Ph.D. option in Human Ecology, the department requires the following materials:

• Online application (https://grad.wisc.edu/apply/) indicating “Human Ecology Ph.D.—Civil Society & Comm Research” as your program selection
• $75 application fee
• Unofficial transcripts (official transcripts will be required for students who receive an admission offer)
• International students only:
  • Official Test of English as a Foreign Language (TOEFL) or Melab scores
  • International students who hold degrees from U.S. institutions do not need to submit language test scores
• Three letters of recommendation (submitted electronically through your Graduate School application)
• Uploaded Statement of Purpose/Reasons for Graduate Study
  • Statement should also include your reasons for studying or seeking a specialization in Civil Society and Community Research. Please indicate these reasons in a separate section of your statement titled, “Reasons for Specializing in Civil Society and Community Research”
• Upload a writing sample
  • Examples of writing samples include prior scholarly work such as term papers, theses, or published articles. All writing samples must be written in English and uploaded to the online application system as a PDF.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Funding opportunities for Human Ecology graduate students are available and made possible, in large part, by generous donations to SoHE. Every year, these funds are used to fund teaching or project assistantships, award academic excellence scholarships, and provide students doing their masters or doctoral research or final MFA project with conference travel scholarships and graduate research scholarships. See the School of Human Ecology Enrollment Policy on Funding Eligibility (https://sohe.wisc.edu/graduate-students/academic-policies-forms-deadlines/full-time-enrollment-policy-for-funding-eligibility/) and view current funding opportunities on our program website (https://sohe.wisc.edu/graduate-students/funding/) for more information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
CURRICULAR REQUIREMENTS

Requirements Detail

| Minimum Credit Requirement | 51 credits |
| Minimum Residence Credit Requirement | 32 credits |
| Minimum Graduate Coursework Requirement | Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide. |
| Overall Graduate GPA Requirement | 3.00 GPA required. |

Other Grade Requirements
The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations
Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements
Contact the program for information on any language requirements.

Doctoral Minor/Breadth Requirements
All doctoral students are required to complete a minor.

REQUISITE COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTER-HE 801</td>
<td>Special Topics in Human Ecology (Introductory Professional Development—1 credit)</td>
<td>6</td>
</tr>
<tr>
<td>INTER-HE 801</td>
<td>Special Topics in Human Ecology (Theory and Perspectives of Human Ecology—2 credits)</td>
<td>6</td>
</tr>
<tr>
<td>INTER-HE 793</td>
<td>Research Methods (3 credits)</td>
<td>9</td>
</tr>
<tr>
<td>CSCS 775</td>
<td>Building Civil Society</td>
<td>9</td>
</tr>
<tr>
<td>CSCS 785</td>
<td>Civic Development Across the Lifespan</td>
<td>9</td>
</tr>
<tr>
<td>CSCS 795</td>
<td>Community Power and Collective Action</td>
<td>9</td>
</tr>
</tbody>
</table>

CSCS 811 Community-Based Research: Theory and Practice
CSCS 812 Mixed-Methods in Community-Based Research
CSCS 813 Transformative Evaluation in Practice

Research Methods
Qualitative Data Collection & Analysis
Quantitative Designs & Statistical Methods
Methods Elective
Community Innovations for Civil Society
Minor Specialization
Research and Thesis

Total Credits

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count up to 18 credits of graduate coursework taken at other institutions or as a UW–Madison Special student (with a maximum of 9 special student credits as part of the 18). Prior coursework taken at other institutions may not be used to satisfy the minimum graduate residence credit requirement. Credits earned ten or more years prior to admission to a doctoral degree are not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, up to 7 credits numbered 300 or above from a UW–Madison undergraduate degree are allowed to count toward degree credit; undergraduate courses must be numbered 700 or above to count toward the minimum graduate coursework requirement. No
undergraduate coursework may count toward the graduate residence requirement.

**UW–Madison University Special**

With program approval, students are allowed to count up to 18 credits of graduate coursework taken at other institutions or as a UW–Madison Special student (with a maximum of 9 special student credits as part of the 18). coursework must be numbered 300 or above for residence and degree credit and 700 or above to satisfy the minimum graduate coursework (50%) requirement. Credits earned ten or more years prior to admission to a doctoral degree are not allowed to satisfy requirements. Use of Special student credit may require payment of tuition difference.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

12 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#/grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that he or she has been treated unfairly by a Human Ecology faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following the grievance procedures outlined below. To ensure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Human Ecology.

The person whom the complaint is directed against must be an employee of the School of Human Ecology. Any graduate student or graduate applicant may use these procedures unless the complaint is covered by other campus rules or contracts.

Note: These procedures do not cover appeals of admissions decisions or other decisions made by departmental or Human Ecology committees. For information on appeals of decisions, students should contact the chair of the committee or the chair of the department that made the decision.

**Contacts**

**Civil Society and Community Studies:** Brian McInnes (https://sohe.wisc.edu/staff/brian-mcinnes/) (Graduate Program Chair), Cynthia Jasper (http://sohe.wisc.edu/staff/cynthia-jasper/) (Department Chair)

**Consumer Science:** J. Michael Collins (https://sohe.wisc.edu/staff/j-michael-collins/) (Graduate Program Chair), Nancy Wong (http://sohe.wisc.edu/staff/nancy-wong/) (Department Chair)

**Design Studies:** Jung-hye Shin (https://sohe.wisc.edu/staff/jung-hye-shin/) (Graduate Program Chair), Roberto Rengel (http://sohe.wisc.edu/staff/roberto-rengel/) (Department Chair)

**Human Development and Family Studies:** Kristin Litzelman (https://sohe.wisc.edu/staff/kristin-litzelman/) (Graduate Program Chair), Janean Dilworth-Bart (https://sohe.wisc.edu/staff/janean-dilworth-bart-2/) (Department Chair)
**Graduate Student Grievance Procedures**

**STEP 1.** The student should first consider talking directly with the person(s) against whom the grievance is directed.

Some issues can be settled at this level, and some cannot be. Although students are encouraged to talk directly with the person(s) involved, we recognize that this may not always be possible. If the complaint cannot be resolved satisfactorily by talking with the person(s) involved, the student may continue to **Step 2.**

**NOTE:** In cases of sexual harassment, sexual misconduct, or racial discrimination, students may choose to bypass these procedures and report the conduct directly to either of the following offices:

- SoHE Human Resources Manager: Nancy Andrews (https://sohe.wisc.edu/staff/nancy-andrews/)
- The Office for Equity and Diversity (http://oed.wisc.edu/) (179-A Bascom Hall, 608-263-2378, Wisconsin Telecommunications Relay Service: 7-1-1)

**STEP 2.** Does the complaint involve someone in a Human Ecology academic department (Civil Society and Community Studies, Consumer Science, Design Studies, and Human Development & Family Studies)?

- **Yes:** The student should contact the chair of the department. The student will submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment. The department chair will refer the matter to the department’s Graduate Program Committee or to another appropriate departmental committee (standing or ad hoc) for review. The committee will share the student’s written complaint with the person at whom the complaint is directed, and will obtain a written response from this person. This response will be shared with the student filing the grievance. The committee chair will provide a timely written decision to the student on the action taken by the committee (the departmental decision). If either party is unwilling to accept the departmental decision, the department chair will refer the matter to the Associate Dean for Graduate Studies (see contact information below). The Associate Dean will bring the grievance to the Human Ecology Graduate Program Council for review. (NOTE: if the grievance is against the department chair, the written complaint should be referred to the chair of the department’s graduate program committee, contact information given below.)

- **No:** The student should contact the Associate Dean for Graduate Studies (https://sohe.wisc.edu/staff/connie-flanagan/) The student will submit the grievance to the Associate Dean in writing. This must be done within 60 calendar days of the alleged unfair treatment. The Associate Dean will refer the grievance to the Human Ecology Graduate Program Council for review.

**STEP 3.** Human Ecology Graduate Program Council review.

To ensure fairness, the Graduate Program Council chair may appoint a subcommittee to review the complaint (e.g., excluding faculty from the student’s department). The Graduate Program Council may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately in closed session. The Graduate Program Council will then make a written recommendation to the Associate Dean who will render a decision and submit it to the Dean of the School for final approval. The Associate Dean will provide the Dean’s final decision in writing to the student and to the person against whom the grievance was filed. Unless a longer time is mutually agreed upon by the individuals involved, this written decision shall be made within 30 working days from the date when the written grievance was filed with the Associate Dean’s Office.

Students not willing to accept the final decision of the Dean may appeal to the Graduate School (https://grad.wisc.edu/documents/grievances-and-appeals/).

Questions about these procedures can be directed to Connie Flanagan, Associate Dean for Graduate Studies (https://sohe.wisc.edu/staff/connie-flanagan/).

State law contains provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or centers because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.”

In addition, the UW-System prohibits discrimination based on gender identity or gender expression.

Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity (https://employeedisabilities.wisc.edu/), 179-A Bascom Hall, 263-2378, Wisconsin Telecommunications Relay Service: 7-1-1.

**OTHER n/a**

### GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

### PROGRAM RESOURCES

The School of Human Ecology Graduate Program values the professional development of graduate students and provides financial awards to those who are invited to present at professional conferences/exhibits. The purpose of the support is to encourage participation in professional development, scholarly research, and/or creative endeavor and to help cover expenses not covered by other sources. Students may receive a maximum award of $650 for travel ($750 for international travel) to support conference participation in a single academic year. Students are encouraged to seek conference and travel funding from the Graduate School as a first step and apply for supplemental funds through SoHE as needed.

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**PEOPLE**

**Faculty:**

**CIVIL SOCIETY AND COMMUNITY STUDIES**

**Professors:** Cynthia Jasper (chair), Lori Bakken, Constance Flanagan

**Associate Professors:** Brian McLinnes

**Assistant Professors:** Kasey Keeler, Jennifer Gaddis, Leah Horowitz, Carolina Sarmiento, Mariaelena Huambachano

**CONSUMER SCIENCE (CONSUMER BEHAVIOR & FAMILY ECONOMICS)**

**Professors:** Nancy Wong (chair), Judith Bartfeld, J. Michael Collins

**Associate Professors:** Clifford Robb

**Assistant Professors:** Fenaba Addo, Lydia Ashton, Megan Bea, C. Yiwei Zhang

**DESIGN STUDIES**

**Professors:** Roberto Rengel (chair), Jennifer Angus, Wei Dong, Majid Sarmadi, Mary Hark

**Associate Professors:** Carolyn Kallenborn, Marina Moskowitz, Kevin Ponto, Jung-hye Shin

**Assistant Professors:** Marianne Fairbanks, Kristin Thorleifsdottir

**HUMAN DEVELOPMENT AND FAMILY STUDIES**

**Professors:** Janean Diworth-Bart (chair), Charles Raison, Julie Poehlmann-Tynan

**Associate Professors:** Larissa Duncan, Sarah Halpern-Meekin, Sigan Hartley, Heather Kirkorian, Robert Nix, Lauren Papp

**Assistant Professors:** Kristin Litzelman, Margaret Kerr, Alvin Thomas

**HUMAN ECOLOGY: CONSUMER BEHAVIOR AND FAMILY ECONOMICS, PH.D.**

This is a named option within the Human Ecology, Ph.D. (p. 990)

The Department of Consumer Science develops and disseminates information on the ways in which the interactions among consumers, business, and government can enhance the interests and well-being of consumers, families, and communities. The program focuses on various dimensions of well-being including economic/financial security, consumer empowerment, health, food security, housing security, sustainability, and the public policy that affects those dimensions of well-being. The program is interdisciplinary; current faculty have degrees in diverse fields including economics, marketing, sociology, retailing, social work, and consumer science. Some faculty have joint appointments with Cooperative Extension, providing students with opportunities for training in outreach and applied research. Ph.D. students work closely with faculty members, often collaborating on research and outreach programs. All Ph.D. students must complete core courses in consumer behavior, family economics, and research methods.

This is a multi-disciplinary degree program. Students will undertake research on consumer decision-making affecting the social and economic well-being of individuals and families. The goal of this program is to prepare students for the following types of job placements:

1. Tenure-track academic faculty positions, primarily in other schools of human ecology, consumer science or related units;
2. Research administration positions in government, non-tenure academic units, nonprofit organizations, think tanks and related entities; and,
3. Applied consumer research in the public and private sector, including market research, policy research and consulting.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Applications are accepted once per year for Fall admission and are due by December 1st of the preceding year. Admission to the Consumer Behavior & Family Economics (CBFE) Ph.D. option in Human Ecology is based on academic merit and fit with the research strengths of the Consumer Science faculty. As such, the student’s Statement of Purpose should clearly indicate how their research interests correspond to the Ph.D. program and faculty strengths.

Applicants with a background in consumer science or related social science disciplines such as economics, political science, and sociology and in research methods and statistics will have the greatest chance...
of success. Students are eligible to be directly admitted to the Ph.D. program following successful completion of a bachelor’s degree.

Applicants should have successfully completed college-level courses covering subjects including introductory and intermediate microeconomics, consumer behavior, research methods, statistics and regression analysis, and calculus. Students who fail to meet the minimum course requirements for admission may still be admitted to the program but be required to take additional courses. An interview by phone or in person may be required.

To be considered for admission to the Consumer Behavior & Family Economics (CBFE) Ph.D. option in Human Ecology, the department requires the following materials:

- Online application (https://grad.wisc.edu/apply/) indicating “Human Ecology PHD–Consmr Behav & Family Econ” as your program selection
- $75 application fee
- Curriculum vitae/resume
- Unofficial transcripts or academic records from each institution attended (official transcripts will be required for students who receive an admission offer)
- International students only:
  - Official Test of English as a Foreign Language (TOEFL) or Melab scores
  - International students who hold degrees from U.S. institutions do not need to submit language test scores
- Three letters of recommendation (Submitted electronically through your Graduate School application)
- Uploaded Statement of Purpose/Reasons for Graduate Study

Additional information is available on the program website (https://sohe.wisc.edu/graduate-students/research-and-creative-scholarship/consumer-behavior-family-economics/).

### FUNDING

### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

Funding opportunities for Human Ecology graduate students are available and made possible, in large part, by generous donations to SoHE. Every year, these funds are used to fund teaching or project assistantships, award academic excellence scholarships, and provide students doing their masters or doctoral research or final MFA project with conference travel scholarships and graduate research scholarships. See the School of Human Ecology Enrollment Policy on Funding Eligibility (https://sohe.wisc.edu/graduate-students/academic-policies-forms-deadlines/full-time-enrollment-policy-for-funding-eligibility/) and view current funding opportunities on our program website (https://sohe.wisc.edu/graduate-students/funding/) for more information.

### REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

### NAMED OPTION REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.</td>
</tr>
</tbody>
</table>
Language Requirements

Contact the program for information on any language requirements.

Doctoral Minor/Breadth

All doctoral students are required to complete a minor.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CNSR SCI 748</td>
<td>The Economic Organization of the Household (Required)</td>
<td>9</td>
</tr>
<tr>
<td>CNSR SCI 888</td>
<td>Advanced Consumer Behavior (Required)</td>
<td></td>
</tr>
<tr>
<td>CNSR SCI 901</td>
<td>Graduate Special Topics in Consumer Science</td>
<td></td>
</tr>
<tr>
<td>CNSR SCI 930</td>
<td>Seminar in Family Economic Policy</td>
<td></td>
</tr>
<tr>
<td>CNSR SCI 901</td>
<td>Graduate Special Topics in Consumer Science</td>
<td>3</td>
</tr>
<tr>
<td>INTER-HE 801</td>
<td>Special Topics in Human Ecology (Professional Development Seminar)</td>
<td>6</td>
</tr>
<tr>
<td>INTER-HE 792</td>
<td>Theories and Perspectives in Human Ecology</td>
<td></td>
</tr>
<tr>
<td>INTER-HE 793</td>
<td>Research Methods</td>
<td></td>
</tr>
<tr>
<td>A A E 636</td>
<td>Applied Econometric Analysis I (Required)</td>
<td>9</td>
</tr>
<tr>
<td>A A E 637</td>
<td>Applied Econometric Analysis II</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 960</td>
<td>Structural Equation Modeling</td>
<td></td>
</tr>
<tr>
<td>SOC 756</td>
<td>Demographic Techniques II</td>
<td></td>
</tr>
<tr>
<td>SOC 751</td>
<td>Survey Methods for Social Research</td>
<td></td>
</tr>
<tr>
<td>SOC 752</td>
<td>Measurement and Questionnaires for Survey Research</td>
<td></td>
</tr>
<tr>
<td>A A E 875</td>
<td>Special Topics</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 773</td>
<td>Factor Analysis, Multidimensional Scaling and Cluster Analysis</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL CREDITS

51

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count up to 18 credits of graduate coursework taken at other institutions or as a UW–Madison Special student (with a maximum of 9 special student credits as part of the 18). Prior coursework taken at other institutions may not be used to satisfy the minimum graduate residence credit requirement. Credits earned ten or more years prior to admission to a doctoral degree are not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, up to 7 credits numbered 300 or above from a UW–Madison undergraduate degree are allowed to count toward degree credit; undergraduate courses must be numbered 700 or above to count toward the minimum graduate coursework requirement. No undergraduate coursework may count toward the graduate residence requirement.

UW–Madison University Special

With program approval, students are allowed to count up to 18 credits of graduate coursework taken at other institutions or as a UW–Madison Special student (with a maximum of 9 special student credits as part of the 18). coursework must be numbered 300 or above for research and degree credit and 700 or above to satisfy the minimum graduate coursework (50%) requirement. Credits earned ten or more years prior to admission to a doctoral degree are not allowed to satisfy requirements. Use of Special student credit may require payment of tuition difference.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.
A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**
12 credits

**TIME CONSTRAINTS**
Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (https://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeeabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that he or she has been treated unfairly by a Human Ecology faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following the grievance procedures outlined below. To ensure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Human Ecology.

The person whom the complaint is directed against must be an employee of the School of Human Ecology. Any graduate student or graduate applicant may use these procedures unless the complaint is covered by other campus rules or contracts.

Note: These procedures do not cover appeals of admissions decisions or other decisions made by departmental or Human Ecology committees. For information on appeals of decisions, students should contact the chair of the committee or the chair of the department that made the decision.

**Contacts**

**Civil Society and Community Studies:** Brian McInnes (https://sohe.wisc.edu/staff/brian-mcinnes/) (Graduate Program Chair), Cynthia Jasper (http://sohe.wisc.edu/staff/cynthia-jasper/) (Department Chair)

**Consumer Science:** J. Michael Collins (https://sohe.wisc.edu/staff/j-michael-collins/) (Graduate Program Chair), Nancy Wong (http://sohe.wisc.edu/staff/nancy-wong/) (Department Chair)

**Design Studies:** Jung-hye Shin (https://sohe.wisc.edu/staff/jung-hye-shin/) (Graduate Program Chair), Roberto Rengel (http://sohe.wisc.edu/staff/roberto-rengel/) (Department Chair)

**Human Development and Family Studies:** Kristin Litzelman (https://sohe.wisc.edu/staff/kristin-litzelman/) (Graduate Program Chair), Janean Dilworth-Bart (https://sohe.wisc.edu/staff/janean-dilworth-bart-2/) (Department Chair)

**Master of Science in Human Ecology:** Sarah Halpern-Meekin (https://sohe.wisc.edu/staff/sarah-halpern-meekin/) (Graduate Program Chair)

Students are encouraged to keep written documentation of their experience of unfair treatment both before and during the grievance proceedings.

**Graduate Student Grievance Procedures**

**STEP 1.** The student should first consider talking directly with the person(s) against whom the grievance is directed.

Some issues can be settled at this level, and some cannot be. Although students are encouraged to talk directly with the person(s) involved, we recognize that this may not always be possible. If the complaint cannot be resolved satisfactorily by talking with the person(s) involved, the student may continue to **Step 2.**

**NOTE:** In cases of sexual harassment, sexual misconduct, or racial discrimination, students may choose to bypass these procedures and report the conduct directly to either of the following offices:

- SoHE Human Resources Manager: Nancy Andrews (https://sohe.wisc.edu/staff/nancy-andrews/)
- The Office for Equity and Diversity (http://oed.wisc.edu/) (179-A Bascom Hall, 608-263-2378, Wisconsin Telecommunications Relay Service: 7-1-1)

**STEP 2.** Does the complaint involve someone in a Human Ecology academic department (Civil Society and Community Studies, Consumer Science, Design Studies, and Human Development & Family Studies)?

- **Yes:** The student should contact the chair of the department. The student will submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
The department chair will refer the matter to the department's Graduate Program Committee or to another appropriate departmental committee (standing or ad hoc) for review. The committee will share the student's written complaint with the person at whom the complaint is directed, and will obtain a written response from this person. This response will be shared with the student filing the grievance. The committee chair will provide a timely written decision to the student on the action taken by the committee (the departmental decision). If either party is unwilling to accept the departmental decision, the department chair will refer the matter to the Associate Dean for Graduate Studies (see contact information below). The Associate Dean will bring the grievance to the Human Ecology Graduate Program Council for review. (NOTE: if the grievance is against the department chair, the written complaint should be referred to the chair of the department's graduate program committee; contact information given below.)

- No: The student should contact the Associate Dean for Graduate Studies. (https://sohe.wisc.edu/staff/connie-flanagan/) The student will submit the grievance to the Associate Dean in writing. This must be done within 60 calendar days of the alleged unfair treatment. The Associate Dean will refer the grievance to the Human Ecology Graduate Program Council for review.

**STEP 3. Human Ecology Graduate Program Council review.**

To ensure fairness, the Graduate Program Council chair may appoint a subcommittee to review the complaint (e.g., excluding faculty from the student's department). The Graduate Program Council may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately in closed session. The Graduate Program Council will then make a written recommendation to the Associate Dean who will render a decision and submit it to the Dean of the School for final approval. The Associate Dean will provide the Dean's final decision in writing to the student and to the person against whom the grievance was filed. Unless a longer time is mutually agreed upon by the individuals involved, this written decision shall be made within 30 working days from the date when the written grievance was filed with the Associate Dean's Office.

Students not willing to accept the final decision of the Dean may appeal to the Graduate School (https://grad.wisc.edu/documents/grievances-and-appeals/).

Questions about these procedures can be directed to Connie Flanagan, Associate Dean for Graduate Studies (https://sohe.wisc.edu/staff/connie-flanagan/).

State law contains provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or centers because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status."

In addition, the UW-System prohibits discrimination based on gender identity or gender expression.

Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity (https://employeedisabilities.wisc.edu/), 179-A Bascom Hall, 263-2378, Wisconsin Telecommunications Relay Service: 7-1-1

**OTHER**

n/a

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PROGRAM RESOURCES**

The School of Human Ecology Graduate Program values the professional development of graduate students and provides financial awards to those who are invited to present at professional conferences/exhibits. The purpose of the support is to encourage participation in professional development, scholarly research, and/or creative endeavor and to help cover expenses not covered by other sources. Students may receive a maximum award of $650 for travel ($750 for international travel) to support conference participation in a single academic year. Students are encouraged to seek conference and travel funding from the Graduate School as a first step and apply for supplemental funds through SoHE as needed.

In addition, each academic department within the School of Human Ecology may offer additional professional development grant opportunities. See the program Events Calendar (https://sohe.wisc.edu/calendar-of-events/) for the most up-to-date information on professional development opportunities.

**PEOPLE**

**Faculty:**

**CIVIL SOCIETY AND COMMUNITY STUDIES**

Professors: Cynthia Jasper (chair), Lori Bakken, Constance Flanagan

Associate Professors: Brian McInnes

Assistant Professors: Kasey Keeler, Jennifer Gaddis, Leah Horowitz, Carolina Sarmiento, Mariaelena Huambachano

**CONSUMER SCIENCE (CONSUMER BEHAVIOR & FAMILY ECONOMICS)**

Professors: Nancy Wong (chair), Judith Bartfeld, J. Michael Collins

Associate Professors: Clifford Robb

Assistant Professors: Fenaba Addo, Lydia Ashton, Megan Bea, C. Yiwei Zhang

**DESIGN STUDIES**

Professors: Roberto Rengel (chair), Jennifer Angus, Wei Dong, Majid Sarmadi, Mary Hark

Associate Professors: Carolyn Kallenborn, Marina Moskowitz, Kevin Ponto, Jung-hye Shin

Assistant Professors: Marianne Fairbanks, Kristin Thorleifsdottir
**HUMAN DEVELOPMENT AND FAMILY STUDIES**

**Professors:** Janeen Dilworth-Bart (chair), Charles Raison, Julie Poehlmann-Tynan

**Associate Professors:** Larissa Duncan, Sarah Halpern-Meekin, Sigan Hartley, Heather Kirkorian, Robert Nix, Lauren Papp

**Assistant Professors:** Kristin Litzelman, Margaret Kerr, Alvin Thomas

**HUMAN ECOLOGY: DESIGN STUDIES, PH.D.**

This is a named option within the Human Ecology Ph.D. (p. 990)

Within the Design Studies Graduate Program, faculty and students investigate a wide range of subject matter and apply a variety of methods, with the common goal of understanding how design (broadly conceived) relates to, responds to, and affects our lives. The program’s graduate faculty is comprised of interdisciplinary scholars, designers, scientists, and artists who mentor and assist graduate students as they build individual programs of study. The Design Studies department offers a doctoral program with the aim of preparing students for professional design careers, specialized research, college teaching, museum or archival work, community engagement, and entrepreneurial endeavors.

The graduate program in Design Studies is housed within the School of Human Ecology. The Ph.D. program capitalizes on the many rich resources offered at the University of Wisconsin–Madison. As a public research university, UW–Madison is known for its high quality of research activity (ranked third in the nation) and comprehensive academic programs at both the undergraduate and graduate levels. The university environment provides fertile ground for interdisciplinary research necessary for twenty-first-century students to prepare for work in a fast evolving discipline with shifting boundaries and growing global connections. UW–Madison’s world-class faculty and staff offer innovative approaches to curriculum and research. The UW–Madison campus is home to 40 libraries, nearly 100 research centers, a state-of-art virtual reality facility, and the Chazen Museum of Art (one of the nation’s leading university art museums).

The Doctor of Philosophy (Ph.D.) in Design Studies is the highest degree in the field of design research and scholarship. The program is grounded in the production of original and rigorous research. Students are encouraged to shape their own approaches as they develop mastery of the research and communication skills necessary to complete their research agendas. Through a combination of core courses, concentrations, major specializations, and minor specializations, students acquire content knowledge, theoretical foundations, and methodological approaches needed for their work. The Ph.D. culminates in the production of a doctoral dissertation that contributes to the knowledge base in the discipline of design. Graduates of the program have demonstrated their leadership in the field of design practice and education in the US and internationally.

The Ph.D. program currently offers three areas of concentration. Within each area, students are expected to build a self-directed but highly coherent curriculum in close consultation with a major faculty advisor. The tracks are:

- **Design History (DH Track)**
  - Design History seeks to understand design in its historical context, as both a process and a product. Our program defines design broadly to include architecture, interior design, industrial design, decorative arts, and other areas of material culture. The Design Studies department offers many opportunities for interdisciplinary study on the UW–Madison campus and has strong ties to other disciplines including art history and landscape architecture. Design History Ph.D. students also have access to coursework and faculty members from allied programs, including the Material Culture Studies Certificate and the Buildings–Landscapes–Cultures Program (a collaborative research degree offered through UW–Madison and UW–Milwaukee).

  These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

- **Environmental Design Research (EDR Track)**
  - Environmental Design Research addresses the interaction between people and their built, natural, and/or virtual environments with a clear goal to create environments that are sustainable and responsive to human needs. The faculty and graduates of the program have pioneered studies in environment-behavior, evidence-based design, building evaluation, sustainability, aging and environment, children’s environment, environments for special population, and emerging technologies and applications of virtual reality.

  While drawing from campus-wide resources, the faculty and students in EDR closely work with its allies within the School of Human Ecology, which include community psychologists, developmental psychologists, and scholars from consumer science. EDR students also have the opportunity to work with the Department of Planning and Landscape Architecture, and with the UW–Milwaukee School of Architecture and Urban Planning.

  These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

- **Textile Science (TS)**
  - Textile Science investigates the interaction of dyes and finishes with fibers, yarns, and fabrics. Faculty and students in this program focus on sustainability and work to develop chemicals and processes that are safer for the end-user, textile workers, and the environment. Students achieve this by developing and using chemicals, dyes, and finishes, and by reducing the amount of chemicals, water, and energy used in these processes. The DS Textile Lab offers equipment for textile quality control, dyeing, finishing, and plasma. The Materials Science Lab offers analytical equipment such as ESCA, an Atomic Force Microscope, an Electron Microscope, and FTIR. Depending on their research interests, students will have the opportunity to work with other UW–Madison departments including Chemistry, Material Science, Forestry, or Electrical and Computer Engineering.

  These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Applications are accepted once per year for fall admission and are due by December 1 of the preceding year. Admission to the Ph.D. program is highly competitive. The Ph.D. builds on knowledge acquired typically through a master’s degree and provides students with further training to teach and conduct research at the highest level. Competitive candidates will hold a master’s degree (M.S. preferred) in design, architectural history, environmental design, or other related fields. Promising applicants who do not have sufficient educational background may be admitted, under the condition that he or she take pre-doctoral preparation courses.

To be considered for admission to the Design Studies (DS) Ph.D. option in Human Ecology, the department requires the following materials:

- Online application (https://grad.wisc.edu/apply/) indicating “Human Ecology PHD–Design Studies” as your program selection
- $75 application fee
- Curriculum vitae/resume
- Unofficial transcripts or academic records from each institution attended (official transcripts will be required for students who receive an admission offer)
- Official Graduate Record Exam scores (GRE Institution code #1846)
- International students only:
  - Official Test of English as a Foreign Language (TOEFL) or Melab scores
  - International students who hold degrees from U.S. institutions do not need to submit language test scores

- Three letters of recommendation (submitted electronically through your Graduate School application)
- Uploaded Statement of Purpose/Reasons for Graduate Study
- Upload a writing sample
  - Examples of writing samples include prior scholarly work such as term papers, theses, or published articles. All writing samples must be written in English and uploaded to the online application system as a PDF.

- Personal bio statement
  - Describe concisely how your personal background and life experiences motivated you to further pursue graduate education. The personal biographical statement is not a statement of purpose that describes your academic plan. This statement should be no more than 500 words and should be uploaded to the online application system as a PDF.

Additional information is available on the program website (https://sohe.wisc.edu/graduate-students/research-and-creative-scholarship/design-studies/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Funding opportunities for Human Ecology graduate students are available and made possible, in large part, by generous donations to SoHE. Every year, these funds are used to fund teaching or project assistantships, award academic excellence scholarships, and provide students doing their masters or doctoral research or final MFA project with conference travel scholarships and graduate research scholarships. See the School of Human Ecology Enrollment Policy on Funding Eligibility (https://sohe.wisc.edu/graduate-students/academic-policies-forms-deadlines/full-time-enrollment-policy-for-funding-eligibility/) and view current funding opportunities on our program website (https://sohe.wisc.edu/graduate-students/funding/) for more information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.30 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

Assessments and Examinations

**Qualifying Research Project:** The Qualifying Research Project (3 credits) is part of the Core Course requirements for every Ph.D. student, and must be completed prior to preliminary exams. The Qualifying Research Project provides students with an opportunity to conduct independent research in their area of specialization in preparation for their dissertation. While limited in scope, the project should be comparable to the final dissertation in terms of its intellectual tone and quality. The project could be a self-contained research paper that could later be incorporated into one of chapters in the final dissertation, building theoretical model for the dissertation, or proposal and conduct of pilot study for their final dissertation. Students are encouraged to disseminate the project broadly, in the format of conference papers or published journal articles in their respective fields.

The Qualifying Research Project may be based on work completed as part of any UW graduate seminar. Students often enroll in an independent study with their major advisor to complete this project. The project must be submitted to and approved by student’s major advisor; the project must receive a passing grade in order for the student to sit for the preliminary examination.

**Preliminary Examination:** All Ph.D. students sit for a preliminary examination after satisfactorily completing coursework and the Qualifying Research Project. The exam is intended to demonstrate the students’ broad knowledge in the field of design, and specialized expertise in both a major and a minor area. Students must pass the preliminary examination before submitting a dissertation proposal, and before advancing to dissertator status.

**Research and Thesis:** Students with dissertator status are expected to enroll for 3 credits directly related to dissertation research or production. These credits are generally research and thesis credits, independent studies, or required seminars; they must be at the 300 level or above. Three credits is the minimum credit load per semester for dissertators during each of the fall and spring semesters; this is considered a full time load. Dissertators must register for 3 credits each semester until the Ph.D. thesis is filed.

**Language Requirements**

Foreign language proficiency may be required for students in the Design History track; if their major or minor areas or dissertation requires work in a language other than English. Students in EDR Track may be required to fulfill the foreign language requirement if the student’s research involves the use of a language other than English. Competency may be acquired independently or through structured coursework and is assessed through examination. Exams must be taken before students advance to dissertator status.

**Doctoral Minor/Breadth Requirements**

All doctoral students are required to complete a minor.
REQUIRED COURSES

Ph.D. students must complete a minimum of 51 credits. Of these, 42 credits will include Core Courses, courses in a Major Area of Specialization (Design History or "DH track”; Environmental Research Design or "EDR track"; or Textile Science or "TS track")¹, courses in a Minor Area of Specialization, and a Qualifying Research Project. The remaining 13 credits may be fulfilled through foreign language competencies, independent studies (i.e. to prepare for qualifying examinations), or Dissertator credits. At least 50% of credits (26 of 51 total credits) applied toward the doctorate degree must be from courses designed for graduate work; courses numbered 700 and above or courses numbered 300–699 that assess graduate students separately from undergraduate students generally satisfy this requirement. Students must maintain a 3.3-grade point average to remain in good standing.

¹ These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pre-Doctoral Preparation Courses</strong>¹</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Design History</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Art / Architecture / Design History Survey (2 courses)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Design History or Art History Research Methods (1 course)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Design History Research Seminar (1 course)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Environmental Design Research</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introductory research methods (2 courses):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>INTER-HE 793</td>
<td>Research Methods</td>
<td></td>
</tr>
<tr>
<td>HDFS 425</td>
<td>Research Methods in Human Development and Family Studies</td>
<td></td>
</tr>
<tr>
<td>SOC/ C&amp;E SOC 357</td>
<td>Methods of Sociological Inquiry</td>
<td></td>
</tr>
<tr>
<td>Introductory statistics course (2 courses):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STAT 301</td>
<td>Introduction to Statistical Methods</td>
<td></td>
</tr>
<tr>
<td>STAT 302</td>
<td>Accelerated Introduction to Statistical Methods</td>
<td></td>
</tr>
<tr>
<td>STAT 371</td>
<td>Introductory Applied Statistics for the Life Sciences</td>
<td></td>
</tr>
<tr>
<td>Classical Sociological Theory:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC/ C&amp;E SOC 475</td>
<td>Classical Sociological Theory</td>
<td></td>
</tr>
<tr>
<td>Textile Science</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STAT 312</td>
<td>Introduction to Theory and Methods of Mathematical Statistics II</td>
<td></td>
</tr>
<tr>
<td>STAT 333</td>
<td>Applied Regression Analysis</td>
<td></td>
</tr>
<tr>
<td>STAT/M E 424</td>
<td>Statistical Experimental Design</td>
<td></td>
</tr>
<tr>
<td>STAT/MATH 431</td>
<td>Introduction to the Theory of Probability</td>
<td></td>
</tr>
<tr>
<td>Human Ecology Core</td>
<td></td>
<td></td>
</tr>
<tr>
<td>INTER-HE 801</td>
<td>Special Topics in Human Ecology (Professional Development Seminar)</td>
<td></td>
</tr>
<tr>
<td>INTER-HE 792</td>
<td>Theories and Perspectives in Human Ecology</td>
<td></td>
</tr>
<tr>
<td>Core Courses ²</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Prior to doctoral candidacy, all Ph.D. students will be expected to enroll in 15 credits distributed among the following Core Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DS 920</td>
<td>Seminar in Design Studies</td>
<td></td>
</tr>
<tr>
<td>Design Studies Seminar (select one as appropriate):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DS 221</td>
<td>Person and Environment Interactions (EDR track only)</td>
<td></td>
</tr>
<tr>
<td>DS 920</td>
<td>Seminar in Design Studies (Topic: Seminar in Design History; DH track only)³</td>
<td></td>
</tr>
<tr>
<td>DS 920</td>
<td>Seminar in Design Studies (Topic: Seminar in New Developments in Textiles; TS track only)³</td>
<td></td>
</tr>
<tr>
<td>Research Design and Methods (select one as appropriate):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Methods for Design History (select from Dimensions in Material Culture, Architectural History Methods, or Art History Methods) (DH track only)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DS/F&amp;W ECOL/ URB R PL 955</td>
<td>Practical Research Design and Methods of Empirical Inquiry (EDR track only)</td>
<td></td>
</tr>
<tr>
<td>DS 920</td>
<td>Seminar in Design Studies (Topic: Textile Science Research Methods; TS track only)</td>
<td></td>
</tr>
<tr>
<td>Graduate Student Instructor Course</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Qualifying Research Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Major Area of Specialization ⁴</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Minor Area of Specialization (Doctoral Minor) ⁵</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Qualifying Research Project</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Qualifying Exam/Preliminary Exam (Non credit)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elective Credits</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Research and Thesis</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Total Credits</td>
<td>51</td>
<td></td>
</tr>
</tbody>
</table>

¹ Promising applicants who do not have sufficient educational background may be admitted, under the condition that he or she take pre-doctoral preparation courses; if the student satisfactorily completes a pre-doctoral course with a 3.3 GPA or above, the student may subsequently advance to full doctoral student status. Students will work closely with their major faculty advisor to determine appropriate pre-doctoral preparation courses.

² The Ph.D. Core Course curriculum offers an opportunity for all Design Studies students to establish a foundational knowledge of theories, research methods, and seminars relevant to design research. The core curriculum also includes specialized training in instruction and pedagogy; this is requisite for graduate teaching assistant duties (often a source of doctoral funding), and useful for students who wish to pursue academic careers. The core curriculum also includes an independent study that will facilitate the production of the Qualifying Research Project.

³ Or independent study; topics may vary.

⁴ The major area of specialization provides students with an overview of the knowledgebase and seminal research in their concentration field; coursework in the major area will serve as a foundation for the preliminary exam and dissertation. Students are encouraged to take course that are offered both inside and outside the Design Studies department to develop an interdisciplinary framework for their doctoral research. Students may also benefit from courses offered through CIC (Committee on Institutional Cooperation).
traveling scholar program, the academic consortium of twelve major teaching and research universities in the Midwest designed to share specialized courses and resources. Ph.D. students are expected to develop a strong foundation in research methods. Students in the DH track must take at least one advanced methods courses in applicable areas, such as art history or material culture. Students in the EDR track are encouraged to take advanced research methods courses (e.g., advanced qualitative/quantitative, ethnography, GIS) and advanced statistics courses as their dissertation topic requires. Students in the TS track are expected to develop a strong foundation in chemistry, the fundamentals of plasma chemistry, and plasma processing. Technology and chemistry are an important part of textile science track.

All Ph.D. students select a minor area of specialization outside their major area of specialization. The minor area should be distinctive but complementary to student’s major area. The UW–Madison Graduate School policy outlines two possible options regarding minor area of specialization:

- Option A: requires a minimum of 10 credits in a single disciplinary program (e.g., Art History, Landscape Architecture). Fulfillment of this option requires the approval of the minor program.
- Option B: requires a minimum of 9 credits in one or more programs forming a coherent topic, and can include course work in the program (e.g., technology-focused virtual reality). Fulfillment of this option requires the approval of the Design Studies program. The distribution of other credits will be approved by the individual student’s Ph.D. committee.

VR Technology Focused Minor
The Design Studies program offers a unique minor area of specialization in Virtual Reality. Students in both the DH and EDR tracks may minor in this field. The minor provides a technology-focused approach for students looking to develop new Virtual Reality technologies or to utilize Virtual Reality technologies in their research. The School of Human Ecology houses a newly developed Virtual Reality system to which students undertaking this minor will have full access. Additionally, students will have the opportunity to work with other Virtual Reality and simulation environments around the UW–Madison campus. Students looking to undertake the VR technology minor should be familiar with concepts of computer programming and programming languages.

Students in the TS Track should develop expertise in both technology and chemistry. Students have the opportunity to develop a minor in the emerging field of technical textiles. If a distributed minor is desired, students must take a minimum of 6 credits in technology and 6 credits in chemistry (12 credits total).

Note: This is taken by the student as a distributed doctoral minor (Option B). The name “Virtual Reality” does not appear on the transcript or anywhere in the student record.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMP SCI 777</td>
<td>Computer Animation</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI 838</td>
<td>Topics in Computing (Topic: Advanced Modeling and Simulation)</td>
<td>1-3</td>
</tr>
<tr>
<td>COMP SCI 838</td>
<td>Topics in Computing (Topic: Advanced Graphics)</td>
<td>1-3</td>
</tr>
<tr>
<td>COMP SCI 838</td>
<td>Topics in Computing (Topic: Visualization)</td>
<td>1-3</td>
</tr>
</tbody>
</table>

Read more about the minor here [link](https://blogs.discovery.wisc.edu/kponto/dscvr/).

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count up to 18 credits of graduate coursework taken at other institutions or as a UW–Madison Special student (with a maximum of 9 special student credits as part of the 18). Prior coursework taken at other institutions may not be used to satisfy the minimum graduate residence credit requirement. Credits earned ten or more years prior to admission to a doctoral degree are not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, up to 7 credits numbered 300 or above from a UW–Madison undergraduate degree are allowed to count toward degree credit; undergraduate courses must be numbered 700 or above to count toward the minimum graduate coursework requirement. No undergraduate coursework may count toward the graduate residence requirement.

**UW–Madison University Special**

With program approval, students are allowed to count up to 18 credits of graduate coursework taken at other institutions or as a UW–Madison Special student (with a maximum of 9 special student credits as part of the 18). coursework must be numbered 300 or above for residence and degree credit and 700 or above to satisfy the minimum graduate coursework (50%) requirement. Credits earned ten or more years prior to admission to a doctoral degree are not allowed to satisfy requirements. Use of Special student credit may require payment of tuition difference.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.
ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

12 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that he or she has been treated unfairly by a Human Ecology faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following the grievance procedures outlined below. To ensure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Human Ecology.

The person whom the complaint is directed against must be an employee of the School of Human Ecology. Any graduate student or graduate applicant may use these procedures unless the complaint is covered by other campus rules or contracts.

Note: These procedures do not cover appeals of admissions decisions or other decisions made by departmental or Human Ecology committees. For information on appeals of decisions, students should contact the chair of the committee or the chair of the department that made the decision.

Contacts

Civil Society and Community Studies: Brian McInnes (https://sohe.wisc.edu/staff/brian-mcinnes/) (Graduate Program Chair), Cynthia Jasper (http://sohe.wisc.edu/staff/cynthia-jasper/) (Department Chair)

Consumer Science: J. Michael Collins (https://sohe.wisc.edu/staff/j-michael-collins/) (Graduate Program Chair), Nancy Wong (http://sohe.wisc.edu/staff/nancy-wong/) (Department Chair)

Design Studies: Jung-hye Shin (https://sohe.wisc.edu/staff/jung-hye-shin/) (Graduate Program Chair), Roberto Rengel (http://sohe.wisc.edu/staff/roberto-rengel/) (Department Chair)

Human Development and Family Studies: Kristin Litzelman (https://sohe.wisc.edu/staff/kristin-litzelman/) (Graduate Program Chair), Janean Dilworth-Bart (https://sohe.wisc.edu/staff/janean-dilworth-bart-2/) (Department Chair)

Master of Science in Human Ecology: Sarah Halpern-Meekin (https://sohe.wisc.edu/staff/sarah-halpern-meekin/) (Graduate Program Chair)

Students are encouraged to keep written documentation of their experience of unfair treatment both before and during the grievance proceedings.

Graduate Student Grievance Procedures

STEP 1. The student should first consider talking directly with the person(s) against whom the grievance is directed.

Some issues can be settled at this level, and some cannot be. Although students are encouraged to talk directly with the person(s) involved, we recognize that this may not always be possible. If the complaint cannot be resolved satisfactorily by talking with the person(s) involved, the student may continue to Step 2.
NOTE: In cases of sexual harassment, sexual misconduct, or racial discrimination, students may choose to bypass these procedures and report the conduct directly to either of the following offices:

- SoHE Human Resources Manager, Nancy Andrews (https://sohe.wisc.edu/staff/nancy-andrews/)
- The Office for Equity and Diversity (http://oed.wisc.edu/) (179-A Bascom Hall, 608-263-2378, Wisconsin Telecommunications Relay Service: 7-1-1)

STEP 2. Does the complaint involve someone in a Human Ecology academic department (Civil Society and Community Studies, Consumer Science, Design Studies, and Human Development & Family Studies)?

- Yes: The student should contact the chair of the department. The student will submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment. The department chair will refer the matter to the department's Graduate Program Committee or to another appropriate departmental committee (standing or ad hoc) for review. The committee will share the student's written complaint with the person at whom the complaint is directed, and will obtain a written response from this person. This response will be shared with the student filing the grievance. The committee chair will provide a timely written decision to the student on the action taken by the committee (the departmental decision). If either party is unwilling to accept the departmental decision, the department chair will refer the matter to the Associate Dean for Graduate Studies (see contact information below). The Associate Dean will bring the grievance to the Human Ecology Graduate Program Council for review. (NOTE: if the grievance is against the department chair, the written complaint should be referred to the chair of the department's graduate program committee; contact information given below.) The Associate Dean will refer the grievance to the Human Ecology Graduate Program Council for review.

- No: The student should contact the Associate Dean for Graduate Studies (https://sohe.wisc.edu/staff/connie-flanagan/) The student will submit the grievance to the Associate Dean in writing. This must be done within 60 calendar days of the alleged unfair treatment. The Associate Dean will refer the grievance to the Human Ecology Graduate Program Council for review.

STEP 3. Human Ecology Graduate Program Council review.

To ensure fairness, the Graduate Program Council chair may appoint a subcommittee to review the complaint (e.g., excluding faculty from the student's department). The Graduate Program Council may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately in closed session. The Graduate Program Council will then make a written recommendation to the Associate Dean who will render a decision and submit it to the Dean of the School for final approval. The Associate Dean will provide the Dean's final decision in writing to the student and to the person against whom the grievance was filed. Unless a longer time is mutually agreed upon by the individuals involved, this written decision shall be made within 30 working days from the date when the written grievance was filed with the Associate Dean's Office.

Students not willing to accept the final decision of the Dean may appeal to the Graduate School (https://grad.wisc.edu/documents/grievances-and-appeals/).

Questions about these procedures can be directed to Connie Flanagan, Associate Dean for Graduate Studies (https://sohe.wisc.edu/staff/connie-flanagan/).

State law contains provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part:

“No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or centers because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.”

In addition, the UW-System prohibits discrimination based on gender identity or gender expression.

Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity (https://employee.disabilities.wisc.edu/), 179-A Bascom Hall, 263-2378, Wisconsin Telecommunications Relay Service: 7-1-1

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The School of Human Ecology Graduate Program values the professional development of graduate students and provides financial awards to those who are invited to present at professional conferences/exhibits. The purpose of the support is to encourage participation in professional development, scholarly research, and/or creative endeavor and to help cover expenses not covered by other sources. Students may receive a maximum award of $650 for travel ($750 for international travel) to support conference participation in a single academic year. Students are encouraged to seek conference and travel funding from the Graduate School as a first step and apply for supplemental funds through SoHE as needed.

In addition, each academic department within the School of Human Ecology may offer additional professional development grant opportunities. See the program Events Calendar (https://sohe.wisc.edu/calendar-of-events/) for the most up-to-date information on professional development opportunities.

PEOPLE

Faculty:

CIVIL SOCIETY AND COMMUNITY STUDIES

Professors: Cynthia Jasper (chair), Lori Bakken, Constance Flanagan
Associate Professors: Brian McInnes
Assistant Professors: Kasey Keele, Jennifer Gaddis, Leah Horowitz, Carolina Sarmiento, Mariaelen Huambachano
CONSUMER SCIENCE (CONSUMER BEHAVIOR & FAMILY ECONOMICS)

Professors: Nancy Wong (chair), Judith Bartfeld, J. Michael Collins
Associate Professors: Clifford Robb
Assistant Professors: Fenai Addio, Lydia Ashton, Megan Bea, C. Yiwei Zhang

DESIGN STUDIES

Professors: Roberto Rengel (chair), Jennifer Angus, Wei Dong, Majid Sarmadi, Mary Hark
Associate Professors: Carolyn Kallenborn, Marina Moskowitz, Kevin Ponto, Jung-hye Shin
Assistant Professors: Marianne Fairbanks, Kristin Thorleifsdottir

HUMAN DEVELOPMENT AND FAMILY STUDIES

Professors: Janean Dilworth-Bart (chair), Charles Raison, Julie Poehlmann-Tynan
Associate Professors: Larissa Duncan, Sarah Halpern-Meekin, Sigan Hartley, Heather Kirkorian, Robert Nix, Lauren Papp
Assistant Professors: Kristin Litzenman, Margaret Kerr, Alvin Thomas

HUMAN ECOLOGY: HUMAN DEVELOPMENT AND FAMILY STUDIES, PH.D.

This is a named option within the Human Ecology, Ph.D. (p. 990)

Human Development and Family Studies (HDFS) offers an interdisciplinary approach to the study of families and individuals across the lifespan with an emphasis on research and its application to practice, programs, and policy. Graduate students in this option may earn the Human Ecology: Human Development & Family Studies, M.S. (p. 974) along the way to the Ph.D.

The HDFS graduate program option is served by 11 full-time faculty members plus affiliated faculty members. Faculty members are professionally active with strong records of national and international scholarship. The faculty bring the perspectives of many different disciplines to their work, including psychology, human development and family studies, sociology, education, and psychiatry. Faculty members conduct basic research to understand families and their members and applied research and outreach to promote positive outcomes in human development and family life.

Faculty and graduate students in HDFS collaborate on research and outreach-engagement projects in a wide variety of substantive areas focusing on the well-being of individuals, couples, and families. Current areas of scholarly activity focus on early childhood, couple relationships, contemplative practices, mind-body well-being, parenting, family caregiving, and vulnerable populations (e.g., incarcerated parents, children with autism, and historically under-represented groups).

Reflecting the multidisciplinary orientation of the program, faculty and students employ a wide array of methods in their work. Faculty possess expertise in areas as diverse as multilevel, longitudinal, nonlinear, and dyadic modeling; physiological measurement; program evaluation; observational methods; experimental methods; survey methodology; and community-based research. The program explicitly values both qualitative and quantitative approaches to inquiry.

Central to the mission of the program is the creation, dissemination, and application of scientific knowledge to address real-world problems and issues. Applied work of current faculty and students includes public policy education, community building, outreach education, and prevention programs. This applied work is conducted throughout the state.

There is a demand for professionals trained in research, teaching, and outreach in the areas of human development and family studies in higher education, government, and human and family service programs. Regardless of whether HDFS graduates pursue careers in academic or applied settings, they are prepared for a life of scholarship and service.

ADMISSIONS

Please consult the table below for key information about this degree program's admission requirements. The program may have more detailed admission requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* Due to COVID-19, there have been challenges for students attempting to take the GRE. For students applying for Fall 2022, the GRE requirement is optional. Regardless of whether GRE scores are submitted, all applications will be held in equal regard.

Applications are accepted once per year for fall admission and are due by December 1 of the preceding year. To be considered for admission to the Human Development and Family Studies (HDFS) Ph.D. option in Human Ecology, the department requires the following materials:

* Online application (https://grad.wisc.edu/apply/) indicating "Human Ecology PHD–Human Dev & Family Studies” as your program selection
• $75 application fee
• Curriculum vitae/resume
• Unofficial transcripts or academic records from each institution attended (official transcripts will be required for students who receive an admission offer)
• Official Graduate Record Exam scores (GRE Institution code #1846)
• International students only:
  • Official Test of English as a Foreign Language (TOEFL) or Melab scores
  • International students who hold degrees from U.S. institutions do not need to submit language test scores
• Three letters of recommendation (submitted electronically through your Graduate School application)
• Uploaded Statement of Purpose/Reasons for Graduate Study
• Upload a writing sample
  • Examples of writing samples include prior scholarly work such as term papers, theses, or published articles. All writing samples must be written in English and uploaded to the online application system as a PDF.
• Complete the Supplemental Application portion of the online application

Additional information is available on the program website (https://sohe.wisc.edu/graduate-students/research-and-creative-scholarship/hdfs-graduate-program/).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Funding opportunities for Human Ecology graduate students are available and made possible, in large part, by generous donations to SoHE. Every year, these funds are used to fund teaching or project assistantships, award academic excellence scholarships, and provide students doing their masters or doctoral research or final MFA project with conference travel scholarships and graduate research scholarships. See the School of Human Ecology Enrollment Policy on Funding Eligibility (https://sohe.wisc.edu/graduate-students/academic-policies-forms-deadlines/full-time-enrollment-policy-for-funding-eligibility/) and view current funding opportunities on our program website (https://sohe.wisc.edu/graduate-students/funding/) for more information.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Contact the program for information on any language requirements.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>All doctoral students are required to complete a minor.</td>
</tr>
</tbody>
</table>
REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTER-HE 801</td>
<td>Special Topics in Human Ecology (Professional Development Seminar)</td>
<td>3</td>
</tr>
<tr>
<td>INTER-HE 792</td>
<td>Theories and Perspectives in Human Ecology</td>
<td></td>
</tr>
</tbody>
</table>

Basic Theory Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HDFS 766</td>
<td>Current Topics in Human Development and Family Studies (Prenatal to Adolescence)</td>
</tr>
<tr>
<td>HDFS 766</td>
<td>Current Topics in Human Development and Family Studies (Late Adolescence to Old Age)</td>
</tr>
<tr>
<td>HDFS 865</td>
<td>Family Theory I (Survey)</td>
</tr>
</tbody>
</table>

Content Courses

- A minimum of 6 HDFS credits in content courses (not to include methods or statistics courses) at 700 level or above. Independent Study credits do not count towards content course credits.

Research Methods and Design

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTER-HE 793</td>
<td>Research Methods</td>
</tr>
</tbody>
</table>

Choose an advanced research methods course (minimum 3 credits) in consultation with your advisor.

Statistics

- As part of the Ph.D. program, students must also complete a minimum of one 3-credit, advanced level statistics course. Please consult with your advisor to identify a statistics course that fits with your area of study.

Research & Thesis

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HDFS 990</td>
<td>Research and Thesis</td>
</tr>
</tbody>
</table>

Elective

- Minor Area Requirement

Total Credits

- 51

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count up to 18 credits of graduate coursework taken at other institutions or as a UW–Madison Special student (with a maximum of 9 special student credits as part of the 18). Prior coursework taken at other institutions may not be used to satisfy the minimum graduate residence credit requirement. Credits earned ten or more years prior to admission to a doctoral degree are not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, up to 7 credits numbered 300 or above from a UW–Madison undergraduate degree are allowed to count toward degree credit; undergraduate courses must be numbered 700 or above to count toward the minimum graduate coursework requirement. No undergraduate coursework may count toward the graduate residence requirement.

UW–Madison University Special

With program approval, students are allowed to count up to 18 credits of graduate coursework taken at other institutions or as a UW–Madison Special student (with a maximum of 9 special student credits as part of the 18). coursework must be numbered 300 or above for residence and degree credit and 700 or above to satisfy the minimum graduate coursework (50%) requirement. Credits earned ten or more years prior to admission to a doctoral degree are not allowed to satisfy requirements. Use of Special student credit may require payment of tuition difference.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

- 12 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that he or she has been treated unfairly by a Human Ecology faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following the grievance procedures outlined below. To ensure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Human Ecology.

The person whom the complaint is directed against must be an employee of the School of Human Ecology. Any graduate student or graduate applicant may use these procedures unless the complaint is covered by other campus rules or contracts.

Note: These procedures do not cover appeals of admissions decisions or other decisions made by departmental or Human Ecology committees. For information on appeals of decisions, students should contact the chair of the committee or the chair of the department that made the decision.

Contacts

**Civil Society and Community Studies:** Brian McInnes (https://sohe.wisc.edu/staff/brian-mcinnes/) (Graduate Program Chair), Cynthia Jasper (http://sohe.wisc.edu/staff/cynthia-jasper/) (Department Chair)

**Consumer Science:** J. Michael Collins (https://sohe.wisc.edu/staff/j-michael-collins/) (Graduate Program Chair), Nancy Wong (http://sohe.wisc.edu/staff/nancy-wong/) (Department Chair)

**Design Studies:** Jung-hye Shin (https://sohe.wisc.edu/staff/jung-hye-shin/) (Graduate Program Chair), Roberto Rengel (http://sohe.wisc.edu/staff/roberto-rengel/) (Department Chair)

**Human Development and Family Studies:** Kristin Litzelman (https://sohe.wisc.edu/staff/kristin-litzelman/) (Graduate Program Chair), Janean Dilworth-Bart (https://sohe.wisc.edu/staff/janean-dilworth-bart-2/) (Department Chair)

**Master of Science in Human Ecology:** Sarah Halpern-Meekin (https://sohe.wisc.edu/staff/sarah-halpern-meekin/) (Graduate Program Chair)

Students are encouraged to keep written documentation of their experience of unfair treatment both before and during the grievance proceedings.

**Graduate Student Grievance Procedures**

**STEP 1.** The student should first consider talking directly with the person(s) against whom the grievance is directed.

Some issues can be settled at this level, and some cannot be. Although students are encouraged to talk directly with the person(s) involved, we recognize that this may not always be possible. If the complaint cannot be resolved satisfactorily by talking with the person(s) involved, the student may continue to **STEP 2.**

**NOTE:** In cases of sexual harassment, sexual misconduct, or racial discrimination, students may choose to bypass these procedures and report the conduct directly to either of the following offices:

- SoHE Human Resources Manager: Nancy Andrews (https://sohe.wisc.edu/staff/nancy-andrews/)
- The Office for Equity and Diversity (http://oed.wisc.edu/) (179-A Bascom Hall, 608-263-2378, Wisconsin Telecommunications Relay Service: 7-1-1)

**STEP 2.** Does the complaint involve someone in a Human Ecology academic department (Civil Society and Community Studies, Consumer Science, Design Studies, and Human Development & Family Studies)?

- **Yes:** The student should contact the chair of the department. The student will submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment. The department chair will refer the matter to the department’s Graduate Program Committee or to another appropriate departmental committee (standing or ad hoc) for review. The committee will share the student’s written complaint with the person at whom the complaint is directed, and will obtain a written response from this person. This response will be shared with the student filing the grievance. The committee chair will provide a timely written decision to the student on the action taken by the committee (the departmental decision). If either party is unwilling to accept the departmental decision, the department chair will refer the matter to the Associate Dean for Graduate Studies (see contact information below). The Associate Dean will bring the grievance to the Human Ecology Graduate Program Council for review. (NOTE: if the grievance is against the department chair, the written complaint should be referred to the chair of the department’s graduate program committee; contact information given below.)
- **No:** The student should contact the Associate Dean for Graduate Studies. (https://sohe.wisc.edu/staff/connie-flanagan/) The student will submit the grievance to the Associate Dean in writing. This must be done within 60 calendar days of the alleged unfair treatment. The Associate Dean will refer the grievance to the Human Ecology Graduate Program Council for review.
STEP 3. Human Ecology Graduate Program Council review.

To ensure fairness, the Graduate Program Council chair may appoint a subcommittee to review the complaint (e.g., excluding faculty from the student's department). The Graduate Program Council may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately in closed session. The Graduate Program Council will then make a written recommendation to the Associate Dean who will render a decision and submit it to the Dean of the School for final approval. The Associate Dean will provide the Dean's final decision in writing to the student and to the person against whom the grievance was filed. Unless a longer time is mutually agreed upon by the individuals involved, this written decision shall be made within 30 working days from the date when the written grievance was filed with the Associate Dean's Office.

Students not willing to accept the final decision of the Dean may appeal to the Graduate School (https://grad.wisc.edu/documents/grievances-and-appeals/).

Questions about these procedures can be directed to Connie Flanagan, Associate Dean for Graduate Studies (https://sohe.wisc.edu/staff/connie-flanagan/).

State law contains provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part:

“No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or centers because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.”

In addition, the UW-System prohibits discrimination based on gender identity or gender expression.

Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity (https://employeedisabilities.wisc.edu/), 179-A Bascom Hall, 263-2378, Wisconsin Telecommunications Relay Service: 7-1-1
Industrial and systems engineering is an engineering discipline focusing on the design, analysis, improvement and implementation of complex systems that include humans, materials, equipment and other resources. The learning outcome of the doctoral minor is to gain general proficiency and distinctive attainment in one or more concentration areas in industrial and systems engineering, including: decision science and operations research, manufacturing production systems, health systems engineering, and human factors and ergonomics.

**ADMISSIONS**

For admissions, please contact the I Sy E coordinator in the Academic Affairs Cluster (https://www.engr.wisc.edu/academics/student-services/academic-advising/graduate-engineering-students/).

**REQUIREMENTS**

A Ph.D. candidate from another department taking an Option A doctoral minor in industrial engineering must complete a minimum of 9 credits of I SY E (http://guide.wisc.edu/courses/i_sy_e/) courses numbered 300 or above. A minimum GPA of 3.20 is required for this set of courses. A course with a grade of C or lower cannot be used to satisfy the minor requirement. Students may transfer up to 3 credits from another university to satisfy the minor requirement, subject to the approval of the Academic Affairs Cluster.

**INDUSTRIAL ENGINEERING, DOCTORAL MINOR**

Industrial and systems engineering is an engineering discipline focusing on the design, analysis, improvement and implementation of complex systems that include humans, materials, equipment and other resources. The learning outcome of the doctoral minor is to gain general proficiency and distinctive attainment in one or more concentration areas in industrial and systems engineering, including: decision science and operations research, manufacturing production systems, health systems engineering, and human factors and ergonomics.
INDUSTRIAL ENGINEERING, M.S.

The Department of Industrial and Systems Engineering offers opportunities for graduate study leading to the master of science and the doctor of philosophy degrees in industrial and systems engineering.

The Department offers three distinct master of science programs. The Master of Science in Industrial Engineering research program is designed for students wishing to conduct research during their program. More information about the research program can be found here (p. 1023).

The two course-based named option programs in the MS-IE, Human Factors and Health Systems Engineering M.S. (p. 1017) and Systems Engineering and Analytics M.S. (p. 1030), are accelerated programs that can be completed in one full year of study and are designed for students wishing to pursue a career in industry or government.

The department also offers a graduate/professional certificate in Patient Safety (p. 1043). This certificate is an interdisciplinary effort between the Department of Industrial and Systems Engineering, School of Nursing, School of Pharmacy, Department of Medical Physics, and Department of Population Health Sciences.

ADMISSIONS

Students apply to the Master of Science in Industrial Engineering through one of the named options:

- Human Factors and Health Systems Engineering (p. 1017)
- Research (p. 1023)
- Systems Engineering and Analytics (p. 1030)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

FINANCIAL ASSISTANCE

If you choose to attend UW–Madison and plan to pursue funding on your own, the following sites could be very helpful:

- Graduate School Funding Resources (https://grad.wisc.edu/studentfunding/prospective/)
- Graduate School Costs and Funding (https://grad.wisc.edu/studentfunding/currentstudents/)
- Tuition & Fees (https://registrar.wisc.edu/tuition_fees.htm)

TO APPLY FOR TA OR GRADER POSITION

- Teaching Assistant (https://docs.google.com/forms/d/e/1FAIpQLSeh-wQWWIXqpx_y_GF_utRkJTv-8Lmy9-0LU83xWRcsjJiAGA/viewform)
- Grader (https://docs.google.com/a/wisc.edu/forms/d/e/1FAIpQLSeh-wQWWIXqpx_y_GF_utRkJTv-8Lmy9-0LU83xWRcsjJiAGA/viewform)

Application Process:

Teaching assistant and grader positions are appointed each semester. New TAs must submit an application each semester in order to be considered. If you currently are a TA in Industrial and Systems Engineering, you do not need to complete an application each semester.

The number of positions is limited, and the application process is highly competitive. Priority is given to those with current positions who are in good standing and would like to continue teaching. Only after these positions are filled do we look at other applicants. The number of new positions available each semester is generally low, especially in the spring. While this should not deter you from applying, please keep it in mind when planning for the semester.

The department will consider graduate students from other departments only when there are no qualified applicants from the Department of Industrial and Systems Engineering.

Expected timing for appointments:

Appointments for teaching assistants are generally made in August for the fall semester and in early December for the spring semester. Grader appointments are appointed along a similar timeline, but often a few weeks later.

Once hired:

Students hired into a TA position are required to attend the New Educator Orientation (NAO) training in late August. For more details, please see this website (http://ceete.engr.wisc.edu/ta-training/).

Speaking requirements for international students:

All international students applying for teaching assistant positions must meet the UW–Madison Graduate School's requirement (https://www.google.com/url?q=https%3A%2F%2Fkb.wisc.edu%2Fpage.php%3Fid%3D25268&sa=D&sntz=1&usg=AFQjCN9gC8qLuqvUy99uLQF5zTnKMZmhBvA) for spoken English BEFORE they can be considered as a TA. This requirement can be fulfilled in two ways:

1. Pass the SPEAK (https://esl.wisc.edu/ita-training/speak/)—you can register for the SPEAK test through Aaron Webster in Room 3107 ME, aaron.webster@wisc.edu.
2. Receive a 26 or higher on the speaking portion of the TOEFL test (or equivalent). Provide a copy of your score to Aaron Webster in Room 3107 ME, aaron.webster@wisc.edu.
MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
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</tr>
</thead>
<tbody>
<tr>
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</tr>
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<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Grades of C and D received by a candidate in any graduate course will not be counted as credit toward the degree. These grades will be counted in the graduate GPA.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>None.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Select a Named Option (p. 1016) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Industrial Engineering must select one of the following named options:

- INDUSTRIAL ENGINEERING: HUMAN FACTORS AND HEALTH SYSTEMS ENGINEERING, M.S. (P. 1017)
- INDUSTRIAL ENGINEERING: RESEARCH, M.S. (P. 1023)
- INDUSTRIAL ENGINEERING: SYSTEMS ENGINEERING AND ANALYTICS, M.S. (P. 1030)

POLICIES

Students should refer to one of the named options for policy information:

- Human Factors and Health Systems Engineering (p. 1017)
- Research (p. 1023)
- Systems Engineering and Analytics (p. 1030)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

THE INDIVIDUAL DEVELOPMENT PLAN (HTTPS://GRAD.WISC.EDU/PD/IPD/)

An Individual Development Plan helps with self-assessment, planning, and communication:

- An IDP can help you communicate your professional development and career planning needs and intentions to others including your mentor, which can lead to helpful advice and resources.
- You can use the IDP to make sure you and your mentor’s expectations are clearly outlined and in agreement so that there are no big surprises, particularly at the end of your training.
- The current job market is challenging and research has shown that individuals who perform structured career planning achieve greater career success and satisfaction.

The onus to engage in the IDP process is on you – although your mentor, PI, or others may encourage and support you in doing so. The IDP itself remains private to you, and you choose which parts to share with which mentors. Through the IDP process, you may decide to identify various mentors to whom you can go for expertise and advice.

ENGINEERING CAREER SERVICES (HTTPS://ECS.WISC.EDU/)

Julie Rae, Assistant Director for Graduate Student Career Services

GRADUATE students in all Engineering programs

- Resumes & Cover Letters https://ecs.wisc.edu/students/resumes-and-cover-letters/
- Job Search Strategies
- Job Offers & Negotiation https://ecs.wisc.edu/students/offers-and-negotiation/
LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in industrial and systems engineering including areas such as decision science and operations research, quality engineering, manufacturing and health systems, and/or human factors.
2. Identifies sources and assembles evidence pertaining to questions or challenges in industrial and systems engineering.
3. Demonstrates understanding of the industrial and systems engineering field of study in a historical, social, or global context.
4. Selects and/or utilizes the most appropriate industrial and systems engineering methodologies and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in industrial and systems engineering.
6. Communicates clearly in ways appropriate to industrial and systems engineering.
7. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

PROFESSORS
Laura Albert (Chair)
Oguzhan Alagoz
John D. Lee
Jeffrey Linderoth
James Luedtke
Robert Radwin
Leyuan Shi
Raj Veeramani
Shiyu Zhou

ASSOCIATE PROFESSORS
Alberto Del Pia
Kaibo Liu
Nicole Werner
Douglas A. Wiegmann

ASSISTANT PROFESSORS
Justin J. Boutilier
Carla Michini
Yonatan Mintz
Xin Wang
Qiaomin Xie
Gabriel Zayas-Caban

FACULTY ASSOCIATES
Amanda G. Smith
Sinan Tas
Charlene Yauch

LECTURERS
Terry Mann
Hannah Silber
Tina Xu

UNDERGRADUATE ADVISORS
Stacy Harnett
Francisca Jofre

GRADUATE PROGRAM COORDINATOR
Pam Peterson

See also Industrial and Systems Engineering Faculty Directory (http://directory.engr.wisc.edu/ie/faculty/).

INDUSTRIAL ENGINEERING: HUMAN FACTORS AND HEALTH SYSTEMS ENGINEERING, M.S.

This is a named option course-based program within the Industrial and Systems Engineering M.S. (p. 1015)

By examining, designing, testing and evaluating products, environments and how people interact in it, Human Factors and Health Systems Engineering (https://www.engr.wisc.edu/app/uploads/2017/02/HFHSE-web-1.pdf) professionals can create productive, safe and satisfying environments for humans, and apply industrial and systems engineering tools and approaches to specific health care problems.

IS THIS PROGRAM RIGHT FOR YOU?

The demand for engineers who can combine a concern for the human component with traditional engineering principles is great. The Human Factors and Health Systems Engineering program provides students content from physical ergonomics, cognitive ergonomics, macroergonomics and broad issues in health care, including long-term care, prevention, quality improvement, health care financing, and system evaluation.

This program considers human reliability, psychomotor capabilities and human characteristics in equipment, as an important aspect of equipment design is human-computer interaction. Engineers are concerned with the complex physical relationships between people, machines, job demands and work methods, design, work quality and assessment of skill. Also important are organizational issues such as management approaches, job design, participative problem solving,
WHAT YOU LEARN

- Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in industrial and systems engineering including areas such as decision science and operations research, quality engineering, manufacturing and health systems, and/or human factors.
- Identifies sources and assembles evidence pertaining to questions or challenges in industrial and systems engineering.
- Selects and/or utilizes the most appropriate industrial and systems engineering methodologies and practices.
- Evaluates or synthesizes information pertaining to questions or challenges in industrial and systems engineering.
- Communicates clearly in ways appropriate to industrial and systems engineering.

If you have questions, please contact COE Grad Admissions at iegradadmission@engr.wisc.edu; Subject Line: IE Grad Admissions and I Sy E Seniors please contact Pam Peterson, prpeterson@wisc.edu.

A Admissions

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/admissions/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/admissions/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/admissions/requirements/#english-proficiency">https://grad.wisc.edu/admissions/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
</tbody>
</table>

- a) UW-Madison Industrial Engineering undergrads and applicants with prior institutional approval are waived from the GRE requirement.
- b) GRE scores will not be required for Spring, Summer, or Fall 2022 admission due to challenges taking the exam during the COVID-19 pandemic.

APPLICATION DEADLINES

- Fall: Dec. 15th
- Spring: Oct. 1st

ADMISSION

Applicants must first meet all of the requirements of the Graduate School (https://grad.wisc.edu/admissions/requirements/).

- Applicants must also meet department specific requirements as outlined below:
  - BS degree in engineering or related area or equivalent
  - Mathematical Statistics Course (for example, STAT 312 Introduction to Theory and Methods of Mathematical Statistics II)
  - Non-native English speakers must have a Test of English as a Foreign Language (TOEFL) score of 580 (written), 243 (computer-based test), or 92 (Internet version).
  - The Graduate Record Examination (GRE) is required for this masters programs in I Sy E. Information on taking the GRE exam can be found here (https://www.ets.org/gre/). Please note: Applicants should plan to take their exam by December 1 to allow scores to be sent and processed.

*UW-Madison ISyE undergrads and applicants with prior institutional approval are waived from the GRE requirement.

FOR UW-MADISON STUDENTS ONLY

1. UW–Madison undergraduate students applying to this program must submit a UW transcript, but it may be an unofficial transcript.

FOR UW-MADISON I SY E STUDENTS ONLY

1. Three letters of recommendation are NOT required for students completing their Industrial Engineering bachelor’s degree at UW. Please note that the application system will still require you to list three individuals as recommenders. You are welcome to list Jim Luedtke, Pam Peterson, and Francisca Jofre to bypass this requirement.
2. ISyE undergrads and applicants with prior institutional approval are waived from the GRE requirement.
3. UW-Madison students completing their bachelor’s degree in the Industrial and Systems Engineering department may count up to 6 credits of coursework numbered 300 or above toward the degree with prior program approval. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

HOW TO APPLY:

1. Fill out an online application (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f) through the Graduate School website and pay the application fee (https://grad.wisc.edu/admissions/faq/).
2. Include three recommendation letters and the recommenders' contact information as part of the online application. An email will be sent to the recommender, asking that they submit their letter online using the Graduate School's recommendation form. Applicants can log back into their online application to resend the email request if the recommender loses the email. Letters of recommendation must be submitted electronically.

3. Submit a Statement of Purpose (https://grad.wisc.edu/prospective/prepare/statement/) with your online application.

4. GRE Exam Information (https://www.ets.org/gre/): The course-only option does require the GRE exam be taken by prospective students as part of the application but note there are no specific scoring guidelines for the exam as the GRE is only one part of the consideration for admission into the program. Please note: Applicants should plan to take their exam by Dec. 1st to allow scores to be sent and processed.

5. TOEFL Exam Information: Ask ETS (http://www.ets.org/) to submit your TOEFL scores to the UW–Madison Graduate School (Institution Number 1846). If you have your scores sent to UW–Madison, they will be available online to all the departments to which you have applied. The institution code, therefore, is the only number needed. For more information please visit the Graduate School Requirements (https://grad.wisc.edu/admissions/requirements/) page. Please note: Exam information must be valid at the start date of the semester that you are applying for (nonexpired).

6. Electronically submit one copy of your official transcript with your application. Unofficial copies of transcripts will be accepted for review but official copies are required for admitted students.

Apply now (https://grad.wisc.edu/admissions/)

NOTE: PLEASE DO NOT SEND MATERIALS/DOCUMENTS TO THE ISyE DEPARTMENT OR GRADUATE SCHOOL UNTIL YOU ARE RECOMMENDED FOR ADMISSIONS. ALL DOCUMENTS SHOULD BE UPLOADED WITH YOUR APPLICATION.

*Application deadlines are strictly enforced and ALL application materials including transcripts, letters and TOEFL scores MUST be included and submitted by the application deadline. Please note our office does not provide feedback to applicants as to their potential for admission – please review both the ISyE department and Graduate School requirements for admission and if you feel you meet the necessary criteria for applying, please do so.

QUESTIONS?
Check out the Admissions FAQ (https://grad.wisc.edu/admissions/faq/) or contact us, iegradadmission@engr.wisc.edu.

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Tuition information for this program is available here (https://pdc.wisc.edu/degrees/human-factors-health-systems-engineering/). Beginning in the fall semester of 2021, resident and resident reciprocity students are eligible for a tuition scholarship. Details here (https://www.engr.wisc.edu/app/uploads/2017/02/Resident-Tuition-Scholarship-for-Course-Based-MS-Programs.pdf).

Financial assistance, such as TA, PA, or RA positions from the university or the department is not recommended given the accelerated structure and timeline of the program.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

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<tr>
<td>Other Grade Requirement</td>
<td>Grades of C and D received by a candidate in any graduate course will not be counted as credit toward the degree. These grades will be counted in the graduate GPA.</td>
</tr>
</tbody>
</table>
Assessments None.
Examinations None.
Language Requirements No language requirements.

REQUIRED COURSES
As stated above, of the required credits, all must be at the 300 level or higher, at most 6 credits may be at the 300 level, at least 15 must be at the graduate level, at least 18 credits must be in the Industrial and Systems Engineering Department, and at least 16 credits must be taken as a graduate student in residence at UW-Madison.

Below is a typical curriculum for those pursuing an M.S. in Industrial Engineering with the course options in Human Factors and Health Systems Engineering. Please note the Human Factors and Health Systems Engineering program is a customizable program and students should work out other course options with their faculty advisor.

FALL COURSE PLANNING GRID
(HTTPS://WWW.ENGR.WISC.EDU/APP/UPLOADS/2016/02/MSIE-HFSE-PLANNING-GGRID-FALL.PDF)

SPRING COURSE PLANNING GRID

Fall Potential Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 313</td>
<td>Engineering Economic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/PSYCH 349</td>
<td>Introduction to Human Factors</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 417</td>
<td>Health Systems Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 512</td>
<td>Inspection, Quality Control and Reliability</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 515</td>
<td>Engineering Management of Continuous Process Improvement</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/PSYCH 549</td>
<td>Human Factors Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 601</td>
<td>Special Topics in Industrial Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 602</td>
<td>Special Topics in Human Factors</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 606</td>
<td>Special Topics in Healthcare Systems Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E/PHARMACY 608</td>
<td>Safety and Quality in the Medication Use System</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/PSYCH 653</td>
<td>Organization and Job Design</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 699</td>
<td>Advanced Independent Study</td>
<td>1-5</td>
</tr>
</tbody>
</table>

Other Department Course Suggestions:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 761</td>
<td>Health Program Planning, Evaluation, and Quality Improvement</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 785</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/ I SY E 875</td>
<td>Cost Effectiveness Analysis in Health and Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 876</td>
<td>Measuring Health Outcomes</td>
<td>3</td>
</tr>
<tr>
<td>OTM 451</td>
<td>Service Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>OTM 753</td>
<td>Healthcare Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>OTM 770</td>
<td>Sustainable Approaches to System Improvement</td>
<td>4</td>
</tr>
<tr>
<td>B M I 773</td>
<td>Clinical Research Informatics</td>
<td>3</td>
</tr>
<tr>
<td>B M I/COMP SCI 776</td>
<td>Introduction to Bioinformatics</td>
<td>3</td>
</tr>
<tr>
<td>COMP SCI/ ED PSYCH/ PSYCH 770</td>
<td>Human-Computer Interaction</td>
<td>3</td>
</tr>
<tr>
<td>E M A 601</td>
<td>Special Topics in Engineering Mechanics</td>
<td>1-3</td>
</tr>
<tr>
<td>M H R 412</td>
<td>Management Consulting</td>
<td>3</td>
</tr>
</tbody>
</table>

Summer Potential Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 313</td>
<td>Engineering Economic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/PSYCH 349</td>
<td>Introduction to Human Factors</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 516</td>
<td>Introduction to Decision Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 575</td>
<td>Introduction to Quality Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/PHARMACY 608</td>
<td>Safety and Quality in the Medication Use System</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/B M I 617</td>
<td>Health Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/B M E 662</td>
<td>Design and Human Disability and Aging</td>
<td>3</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding
general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate course work from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW-Madison Undergraduate
UW-Madison students completing their bachelor’s degree in the Industrial and Systems Engineering department may count up to 6 credits of coursework numbered 300 or above toward the degree with prior program approval. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW-Madison University Special
Allowed up to 15 credits numbered 300 or above toward graduate residence credit requirement and graduate degree credit requirement. If the courses were numbered 700 or above they may count toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Per Graduate School policy, every graduate student MUST have a faculty advisor. A faculty advisor provides the graduate student with academic guidance regarding their course selection and research oversight in their thesis or project. Graduate students should always seek advice from their advisor and other faculty in their interest area prior to enrolling for courses.

CREDITS PER TERM ALLOWED

Enrollment of 12 credits is highly recommended.

TIME CONSTRAINTS

This program is designed to be completed in 12 months. Internship and co-operative (co-op) work experiences are an optional component to this degree. The program must be completed within 24 months for students who plan to include internship or co-op work experiences during their program. The ISyE department does not guarantee availability of internship or co-op positions.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeeabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Procedures: Industrial and Systems Engineering

If a graduate student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Student’s concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc.). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages and published handbooks for information. If such procedures exist at the local level, these should be investigated first. For more information, see the College of Engineering Policies and Procedures (https://www.engr.wisc.edu/academics/student-services/academic-advising/policies-and-procedures/). The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

Procedures for handling graduate student grievances against ISyE faculty, staff, or students:

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.

2. Should a satisfactory resolution not be achieved, the student should contact the Associate Chair for Graduate Affairs, to discuss the grievance. The Associate Chair will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or
difficulties, if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Compliance website (https://compliance.wisc.edu/).

3. If the issue is not resolved to the student’s satisfaction, the student can submit the grievance to the Department Chair. The grievance should be submitted in writing, within 60 calendar days of the alleged unfair treatment.

4. On receipt of a written complaint, the Department Chair will form a faculty committee that will review the complaint and gather further information as necessary from the filer of the complaint and other parties involved (including the party toward whom the complaint is directed).

5. The faculty committee will determine a decision regarding the grievance. The Department Chair will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal to the College of Engineering Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu). Either party has 10 working days to file a written appeal to the School/College.

7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

8. The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School Academic Policies and Procedures - Grievances & Appeals (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER
Course-Based Option Policy (https://www.engr.wisc.edu/app/uploads/2016/02/ISyE-16.2-Named-Options-Policy-Requirements-2.pdf)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
THE INDIVIDUAL DEVELOPMENT PLAN (HTTPS://GRAD.WISC.EDU/PD/IDP/)

An Individual Development Plan helps with self-assessment, planning, and communication:

- An IDP can help you communicate your professional development and career planning needs and intentions to others including your mentor, which can lead to helpful advice and resources.

- You can use the IDP to make sure you and your mentor's expectations are clearly outlined and in agreement so that there are no big surprises, particularly at the end of your training.

- The current job market is challenging and research has shown that individuals who perform structured career planning achieve greater career success and satisfaction.

The onus to engage in the IDP process is on you — although your mentor, PI, or others may encourage and support you in doing so. The IDP itself remains private to you, and you choose which parts to share with which mentors. Through the IDP process, you may decide to identify various mentors to whom you can go for expertise and advice.

ENGINEERING CAREER SERVICES (HTTPS://ECS.WISC.EDU/)
Julie Rae, Assistant Director for Graduate Student Career Services

GRADUATE students in all Engineering programs

- Resumes & Cover Letters https://ecs.wisc.edu/students/resumes-and-cover-letters/
- Job Search Strategies
- Job Offers & Negotiation https://ecs.wisc.edu/students/offers-and-negotiation/
- CPT for Graduate Students https://ecs.wisc.edu/students/co-op-and-internship/
- Student appointments: Click here (http://go.wisc.edu/ecs-grad-appt/) to schedule an appointment with ECS.


UW WRITING CENTER (HTTP://WRITING.WISC.EDU/)
Location: 6171 Helen C. White Hall
Tel: (608) 263-1992

The UW Writing Center provides free of charge face-to-face and online consultations that focus on a number of different writing scenarios (i.e. drafts of course papers, resumes, reports, application essays, cover letters, theses, etc). Writing Center instructors will not edit or proofread papers. Instead, their goal is to teach students to edit and proofread on their own in order to become a better, more confident writer.

PEOPLE

PROFESSORS
Laura Albert (Chair)
Oguzhan Alagoz
John D. Lee
Jeffrey Linderoth
James Luedtke
Robert Radwin
Leyuan Shi
Raj Veeramani
Shiyu Zhou

ASSOCIATE PROFESSORS
Alberto Del Pia
Kaibo Liu
**ASSISTANT PROFESSORS**
Justin J. Boutilier  
Carla Michini  
Yonatan Mintz  
Xin Wang  
Qiaomin Xie  
Gabriel Zayas-Caban

**FACULTY ASSOCIATES**
Amanda G. Smith  
Sinan Tas  
Charlene Yauch

**LECTURERS**
Terry Mann  
Hannah Silber  
Tina Xu

**UNDERGRADUATE ADVISORS**
Stacy Harnett  
Francisca Jofre

**GRADUATE PROGRAM COORDINATOR**
Pam Peterson

See also Industrial and Systems Engineering Faculty Directory (http://directory.engr.wisc.edu/ie/faculty/).  

**INDUSTRIAL ENGINEERING: RESEARCH, M.S.**

This is a named option within the Industrial Engineering M.S. (p. 1015)

The Master of Science in Industrial Engineering research program is designed for students wishing to conduct research during their program.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
</tbody>
</table>

English Proficiency Test  
Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT)  
n/a

Letters of Recommendation Required  
3

* GRE scores will not be required for Spring, Summer, or Fall 2022 admission due to challenges taking the exam during the COVID-19 pandemic

**APPLICATION DEADLINES:**

- **Fall:** Dec. 15th  
- **Reentry applicants:** July 15 (fall); must consult with I SY E faculty advisor prior to reapplying  
- **Additional reentry information** (https://grad.wisc.edu/admissions/previouslyenrolled/)

**APPLICATION REQUIREMENTS**

Application deadlines are strictly enforced and ALL application materials including transcripts, GRE and TOEFL scores MUST be included and submitted by the application deadline.

*Please note our office does not provide feedback to applications as to their potential for admission—please review both the I SY E department and Graduate School requirements for admission, and if you feel you meet the necessary criteria for applying, please do so.

1. Applicants must first meet all of the requirements of the Graduate School (https://grad.wisc.edu/acadpolicy/?policy=enrollmentrequirements).  
2. Applicants must also meet department specific requirements as outlined below:  
   - Bachelor’s degree or equivalent  
   - Mathematical Statistics course (for example STAT 312)
• Computer Programming course
• Three introductory courses in Industrial Engineering, such as: I SY E 313, I SY E 315, I SY E 320, I SY E 323, I SY E/PSYCH 349, I SY E 415, I SY E 417
• The Graduate Record Examination (GRE) is required for this master’s program in I SY E. Please visit here (https://www.ets.org/gre/) for more information on taking the GRE exam. Please note: Applicants should plan to take their exam by December 1 to allow scores to be sent and processed.

Note: Depending on applicant background, applicants may be deficient in up to two prerequisite courses.

APPLICATION STEPS

1. Fill out an online application (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f) through the Graduate School website and pay the application fee. (https://grad.wisc.edu/admissions/faq/)
2. List three recommenders and their contact information as part of the online application. An email will be sent to the recommender, asking that they submit their letter online using the Graduate School’s recommendation form. Applicants can log back into their online application to re-send the email request if the recommender loses the email. Letters of recommendation must be submitted electronically.
3. Submit a Statement of Purpose (https://grad.wisc.edu/prospective/prepare/statement/) with your online application.
4. TOEFL Exam Information: Ask ETS (https://www.ets.org/) to submit your GRE and/or TOEFL scores to the UW–Madison Graduate School (Institution Number 1846). If you have your scores sent to UW–Madison, they will be available online to all the departments to which you have applied. The institution code, therefore, is the only number needed. For more information please visit the Graduate School Requirements (https://grad.wisc.edu/admissions/requirements/) page. Please note: Exam information must be valid at the start date of the semester that you are applying for (nonexpired).
5. GRE Exam Information: (https://www.ets.org/gre/) The IE graduate program does require the GRE exam to be taken by prospective students as part of the application but note there are no specific scoring guidelines for the exam as the GRE is only one part of the consideration for admission into the program. Exam information must be valid at the start date of the semester that you are applying for (nonexpired). Please note: Applicants should plan to take their exam by Dec. 1st to allow scores to be sent and processed.
6. Electronically submit one copy of your official transcript with your application. Unofficial copies of transcripts will be accepted for review but official copies are required for admitted students.

NOTE: PLEASE DO NOT SEND MATERIALS/DOCUMENTS TO THE I SY E DEPARTMENT OR GRADUATE SCHOOL UNTIL YOU ARE RECOMMENDED FOR ADMISSIONS. ALL DOCUMENTS SHOULD BE UPLOADED WITH YOUR APPLICATION.

Check out the Admissions FAQ or contact us at igradadmission@engr.wisc.edu.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

FINANCIAL ASSISTANCE

If you choose to attend UW–Madison and plan to pursue funding on your own, the following sites could be very helpful:

• Graduate School Funding Resources (https://grad.wisc.edu/studentfunding/prospective/)
• Graduate School Costs and Funding (https://grad.wisc.edu/studentfunding/currentstudents/)
• Tuition & Fees (https://registrar.wisc.edu/tuition_%26_fees.htm)

TO APPLY FOR TA OR GRADER POSITION

Teaching assistant and grader positions are appointed each semester. New TAs must submit an application each semester in order to be considered. If you currently are a TA in Industrial and Systems Engineering, you do not need to complete an application each semester. The number of positions is limited, and the application process is highly competitive. Priority is given to those with current positions who are in good standing and would like to continue teaching. Only after these positions are filled do we look at other applicants. The number of new positions available each semester is generally low, especially in the spring. While this should not deter you from applying, please keep it in mind when planning for the semester.

The department will consider graduate students from other departments only when there are no qualified applicants from the Department of Industrial and Systems Engineering.

Expected timing for appointments:

Appointments for teaching assistants are generally made in August for the fall semester and in early December for the spring semester. Grader appointments are appointed along a similar timeline, but often a few weeks later.

Once hired:

Students hired into a TA position are required to attend the New Educator Orientation (NAO) training in late August. For more details, please see this website (http://ceete.engineering.wisc.edu/ta-training/).

Speaking requirements for international students:

All international students applying for teaching assistant positions must meet the UW–Madison Graduate School’s requirement (https://www.google.com/url?q=https%3A%2F%2Fkb.wisc.edu%2Fpage.php%3Fid%3D25268&sa=D&ustz=1&usg=AFQjCNc8qLuqvUy99uLQF5zTnKMZmhBvAjfor
spoken English BEFORE they can be considered as a TA. This requirement can be fulfilled in two ways:

1. Pass the SPEAK (https://esl.wisc.edu/ita-training/speak/)—you can register for the SPEAK test through Aaron Webster in Room 3107 ME, aaron.webster@wisc.edu.
2. Receive a 26 or higher on the speaking portion of the TOEFL test (or equivalent). Provide a copy of your score to Aaron Webster in Room 3107 ME, aaron.webster@wisc.edu

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

- **Minimum Credit Requirement:** 30 credits
- **Minimum Residence Credit Requirement:** 16 credits
- **Minimum Graduate Coursework Requirement:** Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).
- **Overall Graduate GPA Requirement:** 3.00 GPA required.

Other Grade Requirements

Grades of C and D received by a candidate in any graduate course will not be counted as credit toward the degree. These grades will be counted in the graduate GPA.

Assessments and Examinations

Language: No language requirements.

REQUISITED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E courses 1</td>
<td>Master's Research and Thesis</td>
<td>3-6</td>
</tr>
<tr>
<td>or I SY E 890</td>
<td>Pre-Dissertator's Research</td>
<td></td>
</tr>
<tr>
<td>Electives with advisor approval</td>
<td>6-9</td>
<td></td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

1. I SY E 699 Advanced Independent Study may not be used to meet degree credit requirements. Students may count up to 3 credits of I SY E 702 Graduate Cooperative Education Program

Students may choose to specialize in one of the below research areas. The program recommends working with your faculty advisors to answer any questions and to form a plan of study (Course Planning Grid MS Research (https://www.engr.wisc.edu/app/uploads/2016/02/MS-RESEARCH-PLANNING-GRID-DRAFT-1192-002.pdf)).

Decision Science/Operations Research Area

Highly Recommended Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 516</td>
<td>Introduction to Decision Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/COMP SCI/EECE 524</td>
<td>Introduction to Optimization</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/COMP SCI/MATH/STAT 525</td>
<td>Linear Optimization</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 620</td>
<td>Simulation Modeling and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 624</td>
<td>Stochastic Modeling Techniques</td>
<td>3</td>
</tr>
</tbody>
</table>

Other Suggested Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 412</td>
<td>Fundamentals of Industrial Data Analytics</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/COMP SCI/MATH 425</td>
<td>Introduction to Combinatorial Optimization</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 512</td>
<td>Inspection, Quality Control and Reliability</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 517</td>
<td>Decision Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 575</td>
<td>Introduction to Quality Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 603</td>
<td>Special Topics in Engineering Analytics and Operations Research</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 612</td>
<td>Information Sensing and Analysis for Manufacturing Processes</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 604</td>
<td>Special Topics in Manufacturing and Supply Chain Management</td>
<td>1-3</td>
</tr>
</tbody>
</table>
### Other Suggested Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 412</td>
<td>Fundamentals of Industrial Data Analytics</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 513</td>
<td>Analysis of Capital Investments</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 515</td>
<td>Engineering Management of Continuous Process Improvement</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 516</td>
<td>Introduction to Decision Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 575</td>
<td>Introduction to Quality Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/PHARMACY 608</td>
<td>Safety and Quality in the Medication Use System</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 601</td>
<td>Special Topics in Industrial Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 602</td>
<td>Special Topics in Human Factors (^1)</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 603</td>
<td>Special Topics in Engineering Analytics and Operations Research</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 615</td>
<td>Production Systems Control</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/B M I 617</td>
<td>Health Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 620</td>
<td>Simulation Modeling and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 624</td>
<td>Stochastic Modeling Techniques</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 643</td>
<td>Performance Analysis of Manufacturing Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/PSYCH 653</td>
<td>Organization and Job Design</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M H R 729</td>
<td>Behavioral Analysis of Management Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 555</td>
<td>Human Performance and Accident Causation</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/POP HLTH 875</td>
<td>Cost Effectiveness Analysis in Health and Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>B M I/COMP SCI 576</td>
<td>Introduction to Bioinformatics</td>
<td>3</td>
</tr>
<tr>
<td>B M I 773</td>
<td>Clinical Research Informatics</td>
<td>3</td>
</tr>
<tr>
<td>B M I/COMP SCI 776</td>
<td>Advanced Bioinformatics</td>
<td>3</td>
</tr>
<tr>
<td>OTM 753</td>
<td>Healthcare Operations Management</td>
<td>3</td>
</tr>
</tbody>
</table>

### Highly Recommended Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E/MATH/OTM/ STAT 632</td>
<td>Introduction to Stochastic Processes</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 645</td>
<td>Engineering Models for Supply Chains</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/MED PHYS 559</td>
<td>Patient Safety and Error Reduction in Healthcare</td>
<td>2</td>
</tr>
<tr>
<td>I SY E 606</td>
<td>Special Topics in Healthcare Systems Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E/POP HLTH 703</td>
<td>Quality of Health Care: Evaluation and Assurance</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E/MED PHYS 559</td>
<td>Patient Safety and Error Reduction in Healthcare</td>
<td>2</td>
</tr>
</tbody>
</table>

\(^1\) These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Health Systems Engineering Research Area \(^1\)

#### Highly Recommended Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 417</td>
<td>Health Systems Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 517</td>
<td>Decision Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/MED PHYS 559</td>
<td>Patient Safety and Error Reduction in Healthcare</td>
<td>2</td>
</tr>
<tr>
<td>I SY E 606</td>
<td>Special Topics in Healthcare Systems Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E/POP HLTH 703</td>
<td>Quality of Health Care: Evaluation and Assurance</td>
<td>1-3</td>
</tr>
<tr>
<td>ED PSYCH 711</td>
<td>Current Topics in Educational Psychology</td>
<td>1-3</td>
</tr>
<tr>
<td>NURSING 761</td>
<td>Health Program Planning, Evaluation, and Quality Improvement</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 876</td>
<td>Measuring Health Outcomes</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 610</td>
<td>Design and Analysis of Psychological Experiments I</td>
<td>4</td>
</tr>
<tr>
<td>PSYCH 710</td>
<td>Design and Analysis of Psychological Experiments II</td>
<td>4</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td>4</td>
</tr>
<tr>
<td>STAT/B M I 641</td>
<td>Statistical Methods for Clinical Trials</td>
<td>3</td>
</tr>
</tbody>
</table>

\(^1\) These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

\(^2\) Topics vary for this course. Obtain advance approval from your faculty advisor.

### Human Factors and Ergonomics Research Area \(^1\)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E/COMP SCI/ DS 518</td>
<td>Wearable Technology</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/PSYCH 549</td>
<td>Human Factors Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 552</td>
<td>Human Factors Engineering Design and Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 555</td>
<td>Human Performance and Accident Causation</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/MED PHYS 559</td>
<td>Patient Safety and Error Reduction in Healthcare</td>
<td>2</td>
</tr>
<tr>
<td>I SY E/B M E 564</td>
<td>Occupational Ergonomics and Biomechanics</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 601</td>
<td>Special Topics in Industrial Engineering (^2)</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 602</td>
<td>Special Topics in Human Factors (^3)</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 603</td>
<td>Special Topics in Engineering Analytics and Operations Research</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 615</td>
<td>Production Systems Control</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/B M I 617</td>
<td>Health Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 620</td>
<td>Simulation Modeling and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 624</td>
<td>Stochastic Modeling Techniques</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 643</td>
<td>Performance Analysis of Manufacturing Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/PSYCH 653</td>
<td>Organization and Job Design</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M H R 729</td>
<td>Behavioral Analysis of Management Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 555</td>
<td>Human Performance and Accident Causation</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/POP HLTH 875</td>
<td>Cost Effectiveness Analysis in Health and Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>B M I/COMP SCI 576</td>
<td>Introduction to Bioinformatics</td>
<td>3</td>
</tr>
<tr>
<td>B M I 773</td>
<td>Clinical Research Informatics</td>
<td>3</td>
</tr>
<tr>
<td>B M I/COMP SCI 776</td>
<td>Advanced Bioinformatics</td>
<td>3</td>
</tr>
<tr>
<td>OTM 753</td>
<td>Healthcare Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>CIV ENGR 679</td>
<td>Special Topics in Transportation and City Planning</td>
<td>3</td>
</tr>
</tbody>
</table>

Various courses count as "Tools and Methods." The HFE faculty group updates the list of "Tools and Methods" courses and advisors decide which set of courses are appropriate for each student. The following are categories of "Tools and Methods": Research Methods, Statistics,
Quality Engineering Research Area ¹

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 412</td>
<td>Fundamentals of Industrial Data Analytics</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 417</td>
<td>Health Systems Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 512</td>
<td>Inspection, Quality Control and Reliability</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 513</td>
<td>Analysis of Capital Investments</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 515</td>
<td>Engineering Management of Continuous Process Improvement</td>
<td>3</td>
</tr>
</tbody>
</table>

Manufacturing and Production Systems Research Area ¹

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 412</td>
<td>Fundamentals of Industrial Data Analytics</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 415</td>
<td>Introduction to Manufacturing Systems, Design and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 510</td>
<td>Facilities Planning</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 512</td>
<td>Inspection, Quality Control and Reliability</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 513</td>
<td>Analysis of Capital Investments</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 515</td>
<td>Engineering Management of Continuous Process Improvement</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 517</td>
<td>Health Systems Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 519</td>
<td>Computer Integrated Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 641</td>
<td>Design and Analysis of Manufacturing Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 643</td>
<td>Performance Analysis of Manufacturing Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 645</td>
<td>Engineering Models for Supply Chains</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 803</td>
<td>Statistical Experimental Design</td>
<td>3</td>
</tr>
</tbody>
</table>

Quality Engineering Research Area ¹

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 412</td>
<td>Fundamentals of Industrial Data Analytics</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 417</td>
<td>Health Systems Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 512</td>
<td>Inspection, Quality Control and Reliability</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 513</td>
<td>Analysis of Capital Investments</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 515</td>
<td>Engineering Management of Continuous Process Improvement</td>
<td>3</td>
</tr>
</tbody>
</table>

¹ These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

² Topics vary for this course. Obtain advance approval from your faculty advisor.

GRADUATE SCHOOL POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Not allowed for graduate residence credit requirement but allowed for graduate degree credit requirement and graduate coursework (50%) requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.
GRIEVANCES AND APPEALS
completed prior to their absence for meeting program requirements; that consecutive years lose all credits that they have earned before their Master's degree students who have been absent for five or more

TIME CONSTRAINTS
CREDITS PER TERM ALLOWED
Enrollment of 12 credits or less recommended. (Full time status considered 8-12 credits).

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://dosostudents.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://dosostudents.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)

• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Procedures: Industrial and Systems Engineering
If a graduate student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Student’s concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages and published handbooks for information. If such procedures exist at the local level, these should be investigated first. For more information, see the College of Engineering Policies and Procedures (https://www.engr.wisc.edu/academics/student-services/academic-advising/policies-and-procedures/). The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

Procedures for handling graduate student grievances against ISyE faculty, staff, or students:

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.

2. Should a satisfactory resolution not be achieved, the student should contact the Associate Chair for Graduate Affairs, to discuss the grievance. The Associate Chair will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties, if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Compliance website (https://compliance.wisc.edu/).

3. If the issue is not resolved to the student’s satisfaction, the student can submit the grievance to the Department Chair. The grievance should be submit in writing, within 60 calendar days of the alleged unfair treatment.
4. On receipt of a written complaint, the Department Chair will form a faculty committee that will review the complaint and gather further information as necessary from the filer of the complaint and other parties involved (including the party toward whom the complaint is directed).

5. The faculty committee will determine a decision regarding the grievance. The Department Chair will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal to the College of Engineering Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu). Either party has 10 working days to file a written appeal to the School/College.

7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School Academic Policies and Procedures - Grievances & Appeals (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

THE INDIVIDUAL DEVELOPMENT PLAN (HTTPS://GRAD.WISC.EDU/ PD/IPD/)

An Individual Development Plan helps with self-assessment, planning, and communication:

• An IDP can help you communicate your professional development and career planning needs and intentions to others including your mentor, which can lead to helpful advice and resources.

• You can use the IDP to make sure you and your mentor’s expectations are clearly outlined and in agreement so that there are no big surprises, particularly at the end of your training.

• The current job market is challenging and research has shown that individuals who perform structured career planning achieve greater career success and satisfaction.

The onus to engage in the IDP process is on you – although your mentor, PI, or others may encourage and support you in doing so. The IDP itself remains private to you, and you choose which parts to share with which mentors. Through the IDP process, you may decide to identify various mentors to whom you can go for expertise and advice.

ENGINEERING CAREER SERVICES  (HTTPS://ECS.WISC.EDU/)

Julie Rae, Assistant Director for Graduate Student Career Services

GRADUATE students in all Engineering programs

• Resumes & Cover Letters  https://ecs.wisc.edu/students/resumes-and-cover-letters/

• Job Search Strategies

• Job Offers & Negotiation  https://ecs.wisc.edu/students/offers-and-negotiation/

• CPT for Graduate Students  https://ecs.wisc.edu/students/co-op-and-internship/

• Student appointments: Click Here (http://go.wisc.edu/ecs-grad-appt/) to schedule an appointment with ECS.


UW WRITING CENTER (HTTP://WRITING.WISC.EDU/)

Location: 6171 Helen C. White Hall

Tel: (608) 263-1992

The UW Writing Center provides free of charge face-to-face and online consultations that focus on a number of different writing scenarios (i.e. drafts of course papers, resumes, reports, application essays, cover letters, theses, etc). Writing Center instructors will not edit or proofread papers. Instead, their goal is to teach students to edit and proofread on their own in order to become a better, more confident writer.

PEOPLE

PROFESSORS

Laura Albert (Chair)
Oguzhan Alagoz
John D. Lee
Jeffrey Linderoth
James Luedtke
Robert Radwin
Leyuan Shi
Raj Veeramani
Shiyu Zhou

ASSOCIATE PROFESSORS

Alberto Del Pia
Kaibo Liu
Nicole Werner
Douglas A. Wiegmann

ASSISTANT PROFESSORS

Justin J. Boutilier
Carla Michini
Yonatan Mintz
Xin Wang
Qiaomin Xie
Gabriel Zayas-Caban
INDUSTRIAL ENGINEERING: SYSTEMS ENGINEERING AND ANALYTICS, M.S.

This is a named option course-based program within the Industrial and Systems Engineering M.S. (p. 1015)

The program in Systems Engineering and Analytics (https://www.engr.wisc.edu/app/uploads/2017/02/SEA-Web-1.pdf) will train students to recognize, identify, analyze, and solve decision problems arising in the efficient operations of engineering systems. The program focuses on methods and models for data analytics and data-driven decision-making.

IS THIS PROGRAM RIGHT FOR YOU?

Analytics, and the ability to effectively utilize data, is quickly becoming an important component in engineering decision making. There is a strong need in the marketplace for people who use analytical tools to transform data into insights for making better decisions. The Systems Engineering and Analytics option within the UW-Madison graduate program in Industrial and Systems Engineering offers students the opportunity to pursue graduate training in this important and emerging area, under the auspices of the foremost experts in their field, in one of the world's top-ranked departments of industrial and systems engineering. (We were ranked 8th in the latest US News and World Report rankings). The flexible curricula in Systems Engineering and Analytics enable students to tailor their degree program to suit their particular needs and career objectives.

After completing your degree, you will be able to analyze, process, and build conclusions based on the data you collect in the design, testing, and operations phases of engineering and design processes.

The program includes training in optimization models and methods, applied industrial analytics, simulation modeling and analysis, and courses wherein these analytical and computational tools are applied in an engineering systems setting. These learned skills are now highly sought after in manufacturing, transportation, finance, healthcare, and other industrial sectors.

WHAT YOU LEARN

- Acquire mathematical, scientific, and engineering principles in analytics.
- Utilize data-driven methodologies to formulate, analyze, and solve advanced engineering problems.
- Evaluate relevant analytical, computational, engineering tools to address advanced systems engineering problems.
- Solve real-world problems using computer-assisted, data-driven decision making technologies.

If you have questions, please contact COE Grad Admissions at icgradadmission@engr.wisc.edu; Subject Line: IE Grad Admissions and I Sy E Seniors please contact Pam Peterson, prpeterson@wisc.edu.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
<tr>
<td>a) UW-Madison Industrial Engineering undergrads and applicants with prior institutional approval are waived from the GRE requirement.</td>
<td></td>
</tr>
<tr>
<td>b) GRE scores will not be required for Spring, Summer, or Fall 2022 admission due to challenges taking the exam during the COVID-19 pandemic.</td>
<td></td>
</tr>
</tbody>
</table>

APPLICATION DEADLINES

- Fall: Dec. 15th
- Spring Admission: Oct. 1st
ADMISSIONS

Applicants must first meet all of the requirements of the Graduate School.

- Applicants must also meet department specific requirements as outlined below:
  - BS degree in engineering or related area or equivalent
  - Mathematical Statistics Course (for example, STAT 312 Introduction to Theory and Methods of Mathematical Statistics II)
  - Introduction to Programming Course (for example, COMP SCI 220 Data Science Programming I)
  - Non-native English speakers must have a Test of English as a Foreign Language (TOEFL) score of 580 (written), 243 (computer-based test), or 92 (Internet version).
  - The Graduate Record Examination (GRE) is *required for this masters programs in I Sy E. Information on taking the GRE exam can be found here (https://www.ets.org/gre/). Please note: Applicants should plan to take their exam by December 1 to allow scores to be sent and processed.

*UW-Madison I Sy E undergrads and applicants with prior institutional approval are waived from the GRE requirement.

FOR UW-MADISON STUDENTS ONLY:

1. UW–Madison undergraduate students applying to this program must submit a UW transcript, but it may be an unofficial transcript.

FOR UW-MADISON I SY E STUDENTS ONLY:

1. Three letters of recommendation are NOT required for students completing their Industrial Engineering bachelor’s degree at UW. Please note that the application system will still require you to list three individuals as recommenders. You are welcome to list Jim Luedtke, Pam Peterson, and Francisca Jofre to bypass this requirement.
2. I Sy E undergrads and applicants with prior institutional approval are waived from the GRE requirement.
3. UW-Madison students completing their bachelor’s degree in the Industrial and Systems Engineering department may count up to 6 credits of coursework numbered 300 or above toward the degree with prior program approval. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

HOW TO APPLY

1. Fill out an online application (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f) through the Graduate School website and pay the application fee (https://grad.wisc.edu/admissions/faq/).
2. List three recommenders and their contact information as part of the online application. An email will be sent to the recommender, asking that they submit their letter online using the Graduate School's recommendation form. Applicants can log back into their online application to re-send the email request if the recommender loses the email. Letters of recommendation must be submitted electronically.
3. Submit a Statement of Purpose (https://grad.wisc.edu/prospective/prepare/statement/) with your online application.
4. GRE Exam Information (https://www.ets.org/gre/): The course-only option does require the GRE exam be taken by prospective students as part of the application but note there are no specific scoring guidelines for the exam as the GRE is only one part of the consideration for admission into the program. Please note: Applicants should plan to take their exam by Dec. 1st to allow scores to be sent and processed.
5. TOEFL Exam Information: Ask ETS (https://www.ets.org/) to submit your TOEFL scores to the UW–Madison Graduate School (Institution Number 1846). If you have your scores sent to UW–Madison, they will be available online to all the departments to which you have applied. The institution code, therefore, is the only number needed. For more information please visit the Graduate School Requirements (https://grad.wisc.edu/admissions/requirements/page). Please note: Exam information must be valid at the start date of the semester that you are applying for (nonexpired).
6. Electronically submit one copy of your official transcript with your application. Unofficial copies of transcripts will be accepted for review but official copies are required for admitted students.

Apply now

NOTE: PLEASE DO NOT SEND MATERIALS/DOCUMENTS TO THE I Sy E DEPARTMENT OR GRADUATE SCHOOL UNTIL YOU ARE RECOMMENDED FOR ADMISSIONS. ALL DOCUMENTS SHOULD BE UPLOADED WITH YOUR APPLICATION.

*Application deadlines are strictly enforced and ALL application materials including transcripts, letters and TOEFL scores MUST be included and submitted by the application deadline. Please note our office does not provide feedback to applicants as to their potential for admission - please review both the I Sy E department and Graduate School requirements for admission and if you feel you meet the necessary criteria for applying, please do so.

QUESTIONS?

Check out the Admissions FAQ (https://grad.wisc.edu/admissions/faq/) or contact us at iegradadmission@engr.wisc.edu.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Tuition information for this program is available here (https://pdc.wisc.edu/degrees/systems-engineering-analytics/). Beginning in the fall semester of 2021, resident and resident reciprocity students are eligible for a tuition scholarship. Details here (https://www.engr.wisc.edu/app/uploads/2017/02/Resident-Tuition-Scholarship-for-Course-Based-MS-Programs.pdf).

Financial assistance, such as TA, PA, or RA positions from the university or the department is not recommended given the accelerated structure and timeline of the program.
MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 30 credits

Minimum Residence Credit Requirement 16 credits

Minimum Graduate Coursework Requirement Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://Registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements Grades of C and D received by a candidate in any graduate course will not be counted as credit toward the degree. These grades will be counted in the graduate GPA.

Assessments and Examinations None.

Language Requirements No language requirements.

REQUIRED COURSES

As stated above, of the required credits, all must be at the 300 level or higher, at most 6 credits may be at the 300 level, at least 15 must be at the graduate level, at least 18 credits must be in the Industrial and Systems Engineering Department, and at least 16 credits must be taken as a graduate student in residence at UW-Madison.

Below is a typical curriculum for those pursuing an M.S. in Industrial Engineering with a course option in Systems Engineering and Analytics. Please note the Systems Engineering and Analytics program is a customizable program and students should work out other course options with their faculty advisor.

PLANNING GRIDS:


Fall Potential Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 313</td>
<td>Engineering Economic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 412</td>
<td>Fundamentals of Industrial Data Analytics</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/COMP SCI/MATH 425</td>
<td>Introduction to Combinatorial Optimization</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 510</td>
<td>Facilities Planning</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 512</td>
<td>Inspection, Quality Control and Reliability</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 515</td>
<td>Engineering Management of Continuous Process Improvement</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/COMP SCI/ECE 524</td>
<td>Introduction to Optimization</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/COMP SCI/MATH/STAT 525</td>
<td>Linear Optimization</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 601</td>
<td>Special Topics in Industrial Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 603</td>
<td>Special Topics in Engineering Analytics and Operations Research</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 604</td>
<td>Special Topics in Manufacturing and Supply Chain Management</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 605</td>
<td>Computer Integrated Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 624</td>
<td>Stochastic Modeling Techniques</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/MATH/OTM/STAT 632</td>
<td>Introduction to Stochastic Processes</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 645</td>
<td>Engineering Models for Supply Chains</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/PSYCH 653</td>
<td>Organization and Job Design</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 699</td>
<td>Advanced Independent Study</td>
<td>1-5</td>
</tr>
<tr>
<td>I SY E/INFO SYS 722</td>
<td>Computer-Based Data Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Spring Potential Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 313</td>
<td>Engineering Economic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 412</td>
<td>Fundamentals of Industrial Data Analytics</td>
<td>3</td>
</tr>
</tbody>
</table>
## NAMED OPTION-SPECIFIC POLICIES

### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate course work from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

UW-Madison students completing their bachelor's degree in the Industrial and Systems Engineering department may count up to 6 credits of coursework numbered 300 or above toward the degree with prior program approval. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**

Allowed up to 15 credits numbered 300 or above toward graduate residence credit requirement and graduate degree credit requirement. If the courses were numbered 700 or above they may count toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

### ADVISOR / COMMITTEE

Per Graduate School policy, every graduate student MUST have a faculty advisor. A faculty advisor provides the graduate student with academic guidance regarding their course selection and research oversight in their thesis or project. Graduate students should always seek advice from their advisor and other faculty in their interest area prior to enrolling for courses.

### CREDITS PER TERM ALLOWED

Enrollment of 12 credits is highly recommended.

### TIME CONSTRAINTS

This program is designed to be completed in 12 months. Internship and co-operative (co-op) work experiences are an optional component to this degree. The program must be completed within 24 months for students who plan to include internship or co-op work experiences during their program. The ISyE department does not guarantee availability of internship or co-op positions.

### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)

### POLICIES

### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E/M E 512</td>
<td>Inspection, Quality Control and Reliability</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 516</td>
<td>Introduction to Decision Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 517</td>
<td>Decision Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/COMP SCI/ E C E 524</td>
<td>Introduction to Optimization</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/COMP SCI/ MATH/STAT 525</td>
<td>Linear Optimization</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 575</td>
<td>Introduction to Quality Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 601</td>
<td>Special Topics in Industrial Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 603</td>
<td>Special Topics in Engineering Analytics and Operations Research</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 604</td>
<td>Special Topics in Manufacturing and Supply Chain Management</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 612</td>
<td>Information Sensing and Analysis for Manufacturing Processes</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 615</td>
<td>Production Systems Control</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 620</td>
<td>Simulation Modeling and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 641</td>
<td>Design and Analysis of Manufacturing Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 643</td>
<td>Performance Analysis of Manufacturing Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 699</td>
<td>Advanced Independent Study</td>
<td>1-5</td>
</tr>
</tbody>
</table>

### SUMMER POTENTIAL COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 313</td>
<td>Engineering Economic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 516</td>
<td>Introduction to Decision Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/COMP SCI/ E C E 524</td>
<td>Introduction to Optimization</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 575</td>
<td>Introduction to Quality Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 601</td>
<td>Special Topics in Industrial Engineering</td>
<td>1-3</td>
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<tr>
<td>I SY E 603</td>
<td>Special Topics in Engineering Analytics and Operations Research</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E 604</td>
<td>Special Topics in Manufacturing and Supply Chain Management</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E/MATH/OTM/ STAT 632</td>
<td>Introduction to Stochastic Processes</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 699</td>
<td>Advanced Independent Study</td>
<td>1-5</td>
</tr>
<tr>
<td>I SY E 702</td>
<td>Graduate Cooperative Education Program</td>
<td>1-2</td>
</tr>
</tbody>
</table>
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Procedures: Industrial and Systems Engineering
If a graduate student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Student’s concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages and published handbooks for information. If such procedures exist at the local level, these should be investigated first. For more information, see the College of Engineering Policies and Procedures (https://www.engr.wisc.edu/academics/student-services/academic-advising/policies-and-procedures/). The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

Procedures for handling graduate student grievances against ISyE faculty, staff, or students:

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.
2. Should a satisfactory resolution not be achieved, the student should contact the Associate Chair for Graduate Affairs, to discuss the grievance. The Associate Chair will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties, if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Compliance website (https://compliance.wisc.edu/).
3. If the issue is not resolved to the student’s satisfaction, the student can submit the grievance to the Department Chair. The grievance should be submitted in writing, within 60 calendar days of the alleged unfair treatment.
4. On receipt of a written complaint, the Department Chair will form a faculty committee that will review the complaint and gather further information as necessary from the filer of the complaint and other parties involved (including the party toward whom the complaint is directed).
5. The faculty committee will determine a decision regarding the grievance. The Department Chair will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.
6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal to the College of Engineering Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu). Either party has 10 working days to file a written appeal to the School/College.
7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.
8. The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School Academic Policies and Procedures - Grievances & Appeals (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER
Course-Based Option Policy (https://www.engr.wisc.edu/app/uploads/2016/02/ISyE-16.2-Named-Options-Policy-Requirements-2.pdf)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
THE INDIVIDUAL DEVELOPMENT PLAN (HTTPS://GRAD.WISC.EDU/PD/IDP/)

An Individual Development Plan helps with self-assessment, planning, and communication:

• An IDP can help you communicate your professional development and career planning needs and intentions to others including your mentor, which can lead to helpful advice and resources.
• You can use the IDP to make sure you and your mentor’s expectations are clearly outlined and in agreement so that there are no big surprises, particularly at the end of your training.
• The current job market is challenging and research has shown that individuals who perform structured career planning achieve greater career success and satisfaction.
The onus to engage in the IDP process is on you – although your mentor, PI, or others may encourage and support you in doing so. The IDP itself remains private to you, and you choose which parts to share with which mentors. Through the IDP process, you may decide to identify various mentors to whom you can go for expertise and advice.

ENGINEERING CAREER SERVICES  (HTTPS://ECS.WISC.EDU/)

Julie Rae, Assistant Director for Graduate Student Career Services

GRADUATE students in all Engineering programs

- Resumes & Cover Letters  https://ecs.wisc.edu/students/resumes-and-cover-letters/
- Job Search Strategies
- Job Offers & Negotiation  https://ecs.wisc.edu/students/offers-and-negotiation/
- CPT for Graduate Students  https://ecs.wisc.edu/students/co-op-and-internship/
- Student appointments: Click Here (http://go.wisc.edu/ecs-grad-appt/) to schedule an appointment with ECS.


UW WRITING CENTER (HTTP://WRITING.WISC.EDU/)

Location: 6171 Helen C. White Hall
Tel: (608) 263-1992

The UW Writing Center provides free of charge face-to-face and online consultations that focus on a number of different writing scenarios (i.e. drafts of course papers, resumes, reports, application essays, cover letters, theses, etc). Writing Center instructors will not edit or proofread papers. Instead, their goal is to teach students to edit and proofread on their own in order to become a better, more confident writer.

PROFESSORS
Laura Albert (Chair)
Oguzhan Alagoz
John D. Lee
Jeffrey Linderoth
James Luedtke
Robert Radwin
Leyuan Shi
Raj Veeramani
Shiyu Zhou

ASSOCIATE PROFESSORS
Alberto Del Pia
Kaibo Liu
Nicole Werner
Douglas A. Wiegmann

ASSISTANT PROFESSORS
Justin J. Boutilier
Carla Michini
Yonatan Mintz

Xin Wang
Qiaomin Xie
Gabriel Zayas-Caban

FACULTY ASSOCIATES
Amanda G. Smith
Sinan Tan
Charlene Yauch

LECTURERS
Terry Mann
Hannah Silber
Tina Xu

UNDERGRADUATE ADVISORS
Stacy Harnett
Francisca Jofre

GRADUATE PROGRAM COORDINATOR
Pam Peterson

See also Industrial and Systems Engineering Faculty Directory (http://directory.engr.wisc.edu/ie/faculty/).

INDUSTRIAL ENGINEERING, PH.D.

The Department of Industrial and Systems Engineering offers opportunities for graduate study leading to the master of science and the doctor of philosophy degrees in industrial and systems engineering.

In the Ph.D. program, four areas of specialization are available, each designed to produce graduates capable of leading new and developing areas within industrial and systems engineering. The four areas are: decision science/operations research, health systems, human factors and ergonomics, and manufacturing and production systems.

The specialization in decision science/operations research trains students in analytical methodologies useful for solving decision problems, especially problems that involve the allocation of scarce resources, and the design, planning and operation of complex systems. Graduate study focuses on optimization modeling and algorithms, applied probability and stochastic modeling, and decision analysis.

The health systems specialization seeks to train students to look at broad issues in health care, including long-term care, prevention, quality improvement, health care financing, and system evaluation. Understanding how people solve problems is a basic requirement for health systems engineers, who must apply scientific methods in a value-laden setting.

The specialization in human factors and ergonomics is concerned with the quality of work lives, ergonomics, and occupational safety and health for both workers and management. By examining, designing, testing, and evaluating the workplace and how people interact within it, human systems engineers can create productive, safe, and satisfying work environments.

The specialization in manufacturing and production systems is intended to provide the skills and knowledge necessary to compete successfully in a manufacturing environment. These skills include knowledge of the theory of manufacturing materials and processes and their control; knowledge of the essentials of manufacturing systems design and analysis; and
knowledge of and hands-on experience with modern manufacturing technology.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).** Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

Students from any discipline that provides foundations for research in ISyE topics are encouraged to apply. For example, applicants may come from industrial, electrical, or mechanical engineering, or mathematics, statistics, computer science, psychology, or economics. Applicants are strongly advised to review the prerequisites for each area of specialization at the department website (https://www.engr.wisc.edu/academics/graduate-academics/).

Each application is judged on the basis of previous academic record, Graduate Record Exam (GRE) scores for the general test, three letters of recommendation, and the statement of purpose. Admission is very competitive and application deadlines are extremely important.

- GRE scores will not be required for Spring, Summer, or Fall 2022 admission due to challenges taking the exam during the COVID-19 pandemic.

**APPLICATION DEADLINES:**

- **Fall:** Dec. 15th
- **Spring:** Oct. 1st
- **Summer:** Dec. 15th

Reentry applicants: July 15 (fall), December 1 (spring), and must notify an academic advisor.

Additional reentry information (https://grad.wisc.edu/admissions/ previouslyenrolled/)

**Note:** Although we accept summer applications we recommend applying for fall or spring as there are not many courses offered in the summer.

**APPLICATION REQUIREMENTS**

Application deadlines are strictly enforced and ALL application materials including transcripts, GRE and TOEFL scores MUST be included and submitted by the application deadline.

*Please note our office does not provide feedback to applicants as to their potential for admission - please review both the ISyE department and Graduate School requirements for admission and if you feel you meet the necessary criteria for applying, please do so.

1. Applicants must first meet all of the requirements of the Graduate School. Click here for more information about these requirements (http://grad.wisc.edu/admissions/requirements/).
2. Applicants must also meet department specific requirements as outlined below:
   - B.S. degree or equivalent

**APPLICATION STEPS**

1. Fill out an online application (https://grad.wisc.edu/apply/) through the Graduate School website and pay the application fee. (https://grad.wisc.edu/admissions/faq/)
2. List three recommenders and their contact information as part of the online application. An email will be sent to the recommender, asking that they submit their letter online using the Graduate School's recommendation form. Applicants can log back into their online application to re-send the email request if the recommender loses the email. Letters of recommendation must be submitted electronically.
3. Submit a Statement of Purpose (https://grad.wisc.edu/prospective/prepare/statement/) with your online application.
4. **TOEFL Exam Information:** **Ask ETS** (https://www.ets.org/) to submit your GRE and/or TOEFL scores to the UW–Madison Graduate School (Institution Number 1846). If you have your scores sent to UW–Madison, they will be available online to all departments to which you have applied. The institution code, therefore, is the only number needed. For more information please visit the Graduate School Requirements (https://grad.wisc.edu/admissions/requirements/) page. Please note: Exam information must be valid at start date of the semester that you are applying for (nonexpired).
5. GRE Exam Information: (https://www.ets.org/gre/) The IE graduate program requires the GRE exam be taken by prospective students as part of the application. **Note there are no specific scoring guidelines for the exam** as the GRE is only one part of consideration for admission into the program. Please note: Exam information must be valid at start date of the semester that you are applying for (nonexpired).
6. **Electronically submit one copy of your official transcript with your application.** Unofficial copies of transcripts will be accepted for review but official copies are required for admitted students.
NOTE: PLEASE DO NOT SEND MATERIALS/DOCUMENTS TO THE ISyE DEPARTMENT OR GRADUATE SCHOOL UNTIL YOU ARE RECOMMENDED FOR ADMISSIONS. ALL DOCUMENTS SHOULD BE UPLOADED WITH YOUR APPLICATION.

QUESTIONS?
Check out the Admissions FAQ or contact us at iegradadmission@engr.wisc.edu.

FUNDING
GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
All ISyE PhD students are provided funding and tuition remission, provided they are making satisfactory academic progress. This funding may be in the form of a teaching assistant, research assistant, or project assistant position, or as an external fellowship. The type position providing the funding support may change from semester to semester and is determined based on a combination of factors including the availability of research funds by the student's faculty advisor and the need for teaching assistants in ISyE courses.

REQUIREMENTS FOR STUDENTS ASSIGNED TEACHING ASSISTANT POSITIONS
Students hired into a TA position are required to attend the New Educator Orientation (NEO) training in late August. For more details, please see this website.

All international students assigned to a teaching assistant position must meet the UW–Madison Graduate School’s requirement for spoken English. This requirement can be fulfilled in two ways:

- Pass the SPEAK—you can register for the SPEAK test through Aaron Webster in Room 3180 ME, aaron.webster@wisc.edu.
- Receive a 26 or higher on the speaking portion of the TOEFL test (or equivalent). Provide a copy of your score to Aaron Webster in Room 3107 ME, aaron.webster@wisc.edu

REQUIREMENTS
MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS
MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions
Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Grades of C and D received by a candidate in any graduate course will not be counted as credit toward the degree. These grades will be counted in the graduate GPA. See additional grade requirement for HFE Ph.D. students below.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Qualifying exams, preliminary exams, and a final dissertation defense are required of all students. Details may be found in the program handbook.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>All doctoral students are required to complete a minor. The program also has additional breadth requirements. See details below.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES
Students choose one of the following research areas (https://www.engr.wisc.edu/department/industrial-systems-engineering/
research-in-industrial-systems-and-engineering/). Work with your faculty advisors to answer any questions and to form a plan of study.

### Decision Science/Operations Research Area

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY/E/COMP SCI/EC E 524</td>
<td>Introduction to Optimization</td>
<td>3</td>
</tr>
<tr>
<td>I SY/E/COMP SCI/MATH/STAT 525</td>
<td>Linear Optimization</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 620</td>
<td>Simulation Modeling and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 624</td>
<td>Stochastic Modeling Techniques</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/MATH/OTM/STAT 632</td>
<td>Introduction to Stochastic Processes</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/COMP SCI/MATH 728</td>
<td>Integer Optimization</td>
<td>3</td>
</tr>
</tbody>
</table>

**Courses Recommended for DS/OR Qualifying Exam:**
- I SY/E/COMP SCI/EC E 524
- I SY/E/COMP SCI/MATH/STAT 525
- I SY E 620
- I SY E 624
- I SY E/MATH/OTM/STAT 632
- I SY E/COMP SCI/MATH 728

**Courses Recommended for Optimization Qualifying Exam:**
- I SY/E/COMP SCI/EC E 524
- I SY/E/COMP SCI/MATH/STAT 525
- I SY E 620
- I SY E 624
- I SY E/MATH/OTM/STAT 632
- I SY E/COMP SCI/MATH 728

**Other Suggested Courses:**
- I SY E 412
- I SY E/COMP SCI/MATH 425
- I SY E/M E 512
- I SY E 516
- I SY E 517
- I SY E 575
- I SY E 603
- I SY E 604
- I SY E 612
- I SY E/MATH/OTM/STAT 632
- I SY E 645
- I SY E/COMP SCI 719
- I SY E/COMP SCI 723
- I SY E/COMP SCI 727

### Health Systems Engineering Research Area

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 417</td>
<td>Health Systems Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 517</td>
<td>Decision Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/MED PHYS 559</td>
<td>Patient Safety and Error Reduction in Healthcare</td>
<td>2</td>
</tr>
<tr>
<td>I SY E/606</td>
<td>Special Topics in Healthcare Systems Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E/B M I 617</td>
<td>Health Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/P OP HLTH 703</td>
<td>Quality of Health Care: Evaluation and Assurance</td>
<td>1-3</td>
</tr>
</tbody>
</table>

**Highly Recommended Courses:**
- I SY E 412
- I SY E 415
- I SY E 555
- I SY E 575
- I SY E 601
- I SY E/PHARMACY 608
- I SY E 615
- I SY E 620
- I SY E 624
- I SY E/M E 643
- I SY E/PSYCH 653
- I SY E/M H R 729
- I SY E/P OP HLTH 875
- B M I/COMP SCI 576
- B M I 773
- B M I/COMP SCI 776

**Other Suggested Courses:**
- I SY E/COMP SCI 576
- I SY E/COMP SCI 719
- I SY E/COMP SCI 723
- I SY E/COMP SCI 727
- I SY E/M H R 729
- I SY E/P OP HLTH 875
- B M I/COMP SCI 576

### Manufacturing and Production Systems Research Area

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E 412</td>
<td>Fundamentals of Industrial Data Analytics</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 415</td>
<td>Introduction to Manufacturing Systems, Design and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 555</td>
<td>Human Performance and Accident Causation</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 575</td>
<td>Introduction to Quality Engineering</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 601</td>
<td>Special Topics in Industrial Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>I SY E/PHARMACY 608</td>
<td>Safety and Quality in the Medication Use System</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 615</td>
<td>Production Systems Control</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 620</td>
<td>Simulation Modeling and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 624</td>
<td>Stochastic Modeling Techniques</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M E 643</td>
<td>Performance Analysis of Manufacturing Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/PSYCH 653</td>
<td>Organization and Job Design</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/M H R 729</td>
<td>Behavioral Analysis of Management Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>I SY E/P OP HLTH 875</td>
<td>Cost Effectiveness Analysis in Health and Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>B M I/COMP SCI 576</td>
<td>Introduction to Bioinformatics</td>
<td>3</td>
</tr>
<tr>
<td>B M I 773</td>
<td>Clinical Research Informatics</td>
<td>3</td>
</tr>
<tr>
<td>B M I/COMP SCI 776</td>
<td>Advanced Bioinformatics</td>
<td>3</td>
</tr>
</tbody>
</table>

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2. Topics vary for this course. Obtain advance approval from your faculty advisor.
### Quality Engineering Research Area

#### Code | Title | Credits
--- | --- | ---
I SY E/M E 512 | Inspection, Quality Control and Reliability | 3
I SY E/M E 513 | Analysis of Capital Investments | 3
I SY E 515 | Engineering Management of Continuous Process Improvement | 3
I SY E 575 | Introduction to Quality Engineering | 3
I SY E 601 | Special Topics in Industrial Engineering | 1-3
I SY E 603 | Special Topics in Engineering Analytics and Operations Research | 1-3
I SY E 604 | Special Topics in Manufacturing and Supply Chain Management | 1-3
I SY E 605 | Computer Integrated Manufacturing | 3
I SY E 612 | Information Sensing and Analysis for Manufacturing Processes | 3
I SY E 615 | Production Systems Control | 3
I SY E/M E 641 | Design and Analysis of Manufacturing Systems | 3
I SY E/M E 643 | Performance Analysis of Manufacturing Systems | 3
I SY E 645 | Engineering Models for Supply Chains | 3
STAT/M E 424 | Statistical Experimental Design | 3
I SY E 816 | Special Topics in Systems Design | 1-3
I SY E 823 | Special Topics in Operations Research | 1-3

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. Topics vary for this course. Obtain advance approval from your faculty advisor.

### Human Factors and Ergonomics Research Area

#### Code | Title | Credits
--- | --- | ---
I SY E/COMP SCI/DS 518 | Wearable Technology | 3
I SY E 552 | Human Factors Engineering Design and Evaluation | 3
I SY E 555 | Human Performance and Accident Causation | 3
I SY E/MED PHYS 559 | Patient Safety and Error Reduction in Healthcare | 2
I SY E/B M E 564 | Occupational Ergonomics and Biomechanics | 3
I SY E 601 | Special Topics in Industrial Engineering | 1-3
I SY E 602 | Special Topics in Human Factors | 3
I SY E/PSYCH 653 | Organization and Job Design | 3
I SY E/B M E 662 | Design and Human Disability and Aging | 3
I SY E 699 | Advanced Independent Study | 1-5
I SY E/PSYCH 854 | Special Topics in Organization Design | 1-3
I SY E/PSYCH 859 | Special Topics in Human Factors Engineering | 1-3
I SY E 961 | Graduate Seminar in Industrial Engineering | 1-3
CIV ENGR 679 | Special Topics in Transportation and City Planning | 3

Tools and Methods Courses

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. Topics vary for this course. Obtain advance approval from your faculty advisor.
HFE Ph.D. students must complete an additional coursework and exam component.

HFE Course Requirement

To take the qualifying exam, a student will have to have received a grade of AB or better in at least 3 credits in each of the three areas below. Courses taken during undergraduate studies can be used to satisfy this requirement:

**Cognitive Ergonomics:**
- I SY E 555 Human Performance and Accident Causation 3 credits
- I SY E/ MED PHYS 559 Patient Safety and Error Reduction in Healthcare 2 credits
- I SY E 601 Special Topics in Industrial Engineering 1-3 credits
- I SY E 602 Special Topics in Human Factors 3 credits
- I SY E 699 Advanced Independent Study 1-5 credits
- I SY E/PSYCH 859 Special Topics in Human Factors Engineering 1-3 credits

**Sociotechnical Systems / Macroergonomics:**
- I SY E 555 Human Performance and Accident Causation 3 credits
- I SY E/ MED PHYS 559 Patient Safety and Error Reduction in Healthcare 2 credits
- I SY E/PSYCH 653 Organization and Job Design 3 credits
- I SY E 601 Special Topics in Industrial Engineering 1-3 credits
- I SY E 602 Special Topics in Human Factors 3 credits
- I SY E 699 Advanced Independent Study 1-5 credits
- I SY E/PSYCH 854 Special Topics in Organization Design 1-3 credits

**Physical Ergonomics:**
- I SY E 555 Human Performance and Accident Causation 3 credits
- I SY E/B M E 564 Occupational Ergonomics and Biomechanics 3 credits
- I SY E/B M E 662 Design and Human Disability and Aging 3 credits
- I SY E 601 Special Topics in Industrial Engineering 1-3 credits
- I SY E 602 Special Topics in Human Factors 3 credits
- I SY E 699 Advanced Independent Study 1-5 credits
- I SY E/PSYCH 854 Special Topics in Organization Design 1-3 credits

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Topics vary for this course. Obtain advance approval from your faculty advisor.

3 Various courses in the categories of Research Methods, Statistics, Qualitative Research, Biomechanics Methods, and Psychology count as "Tools and Methods." The Human Factors and Ergonomics faculty group updates the list of "Tools and Methods" courses, and advisors decide which set of courses are appropriate for each student. Work with your faculty advisor regarding non-I SY E course work.

Prior to defending their dissertation, HFE Ph.D. students must complete at least six seminar/special topics courses at the 700 level or above totaling a minimum of 12 credits; at least 6 credits of these must be in the Human Factors and Ergonomics area. Seminar credits outside the Human Factors and Ergonomics area may be used to satisfy the Industrial Engineering Breadth requirement. Other courses may qualify. Students may submit courses to the HFE Area group for consideration. Transfer students should submit a course syllabus or description and transcript for any courses from other institutions that they would like to have considered for satisfaction of this requirement. The HFE Area group will make this decision.

**Additional Breadth Requirements for all ISyE PhD Students**
- Colloquium/Lecture Series: For at least two semesters, students must regularly attend a colloquium series. The appropriate colloquium series must be approved by the student's faculty adviser. It is not required to meet this requirement by registering for a course (indeed some colloquium series have no associate course). Instead, attendance at the approved colloquium series must be confirmed by the student's faculty adviser when the student submits their PhD Plan of Study prior to their preliminary examination. Example of colloquium series that can be used to meet this requirement include the ISyE Colloquia and the Systems, Information, Learning, and Optimization (SILO) seminars.
- Industrial Engineering Breadth Requirement: The breadth requirement is to make sure the Ph.D. student achieves minimum competence in multiple areas of industrial and systems engineering. It consists of taking at least two courses (6 credits) in two different areas outside of the student's focus area. Students can choose from a select set of courses and must attain a grade of B or above in both courses. The courses selected by the student must be approved by the student's adviser. These courses must be completed before a Ph.D. student can request their Preliminary Warrant. Courses the student has taken before entering the Ph.D. program can be counted toward this breadth requirement, including courses taken as an undergraduate. Students should submit the course title and syllabus to the student services coordinator who will then seek approval from the chair of graduate affairs.

**Policies**

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

Not allowed for graduate residence credit requirement but allowed for graduate degree credit requirement and graduate coursework (50%)
requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

Not allowed for graduate residence credit requirement for master’s thesis option or the Ph.D. track but allowed up to 6 credits numbered 300 level or above toward the graduate degree credit requirement for master’s course option tracks but not toward the 50% graduate coursework except for 700 level or above courses. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison University Special**

Allowed up to 15 credits numbered 300 or above toward graduate residence credit requirement and graduate degree credit requirement. If the courses were numbered 700 or above they may count toward the minimum graduate coursework (50%) requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

Students who are admitted with deficiencies but do not complete these courses within the first year are subject to probation.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. A faculty advisor provides the graduate student with academic guidance regarding their course selection and research oversight in their dissertation.

Graduate students should always seek advice from their advisor prior to enrolling for courses.

Many PhD students are assigned a faculty advisor when they are admitted to the program, based on a match between their research interests and those of the assigned advisor. Some PhD students are not initially matched to a faculty advisor for their research when admitted. Such students are advised by the associate chair for graduate studies in their first year. During their first year, these students explore research possibilities with different faculty in the department and choose a faculty advisor by the end of the first year.

Changing advisors during the graduate program may be necessary due to changes in a student’s interests or changes in the funding sources for their support. Students should discuss an advisor change with the faculty in their interest area and request a change of advisor with the ISyE Student Services in Room 3182 in Mechanical Engineering Building.

**Ph.D. Committee**

Attainment of a Ph.D. degree requires the preparation of a thesis on a research topic selected by the student and their advisor. Once a research project is selected, the student must choose his or her thesis committee*. The ISyE Graduate Program requires the thesis committee shall consist of at least four members for the Preliminary Exam Committee and at least five members for the Final Ph.D. Defense Committee including:

- The Committee Chair (the student’s primary advisor). The Committee Chair must be an ISyE faculty. Emeritus faculty cannot serve as the Committee Chair.
- Three other graduate faculty members or former UW-Madison graduate faculty up to one year after resignation or retirement with two faculty members having their tenure home in ISyE.
- All Committee members are required to be readers.
- The dissertation committee must consist of at least 5 members (4 members for prelim exam) and meet the requirements set forth by the Graduate School, including for example, at least one of the members of the committee must be from a UW-Madison program outside the Industrial and Systems Engineering Department.
- The fifth member of the committee, as well as any additional members, may be from any of the following categories: graduate faculty, faculty from a department without a graduate program, academic staff (including emeritus faculty), visiting faculty, faculty from other institutions, scientists, research associates, and other individuals deemed qualified by the executive committee (or its equivalent).

**CREDITS PER TERM ALLOWED**

Enrollment of 12 credits or less recommended. (Full time status considered 8-12 credits).

**TIME CONSTRAINTS**

The qualifying examination requirement must be satisfied by the end of the fifth semester of enrollment after entering the ISyE graduate program.

The preliminary exam must be completed within 4 years of joining the ISyE graduate program, and within 3 years of passing the qualifying exam.

The dissertation defense must be completed either within two years after passing the preliminary exam or by the end of the 6th year in the graduate program, whichever is later.

Exceptions to these time limits may be granted by the Academic Affairs Cluster through a petition process.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting ([https://doso.students.wisc.edu/bias-or-hate-reporting/](https://doso.students.wisc.edu/bias-or-hate-reporting/))
- Graduate Assistantship Policies and Procedures ([https://hr.wisc.edu/policies/gapp/#grievance-procedure](https://hr.wisc.edu/policies/gapp/#grievance-procedure))
- Hostile and Intimidating Behavior Policies and Procedures ([https://hr.wisc.edu/hib/](https://hr.wisc.edu/hib/))
- Office of the Provost for Faculty and Staff Affairs ([https://facstaff.provost.wisc.edu/](https://facstaff.provost.wisc.edu/))
- Dean of Students Office ([https://doso.students.wisc.edu/](https://doso.students.wisc.edu/)) (for all students to seek grievance assistance and support)
- Employee Assistance ([http://www.eao.wisc.edu/](http://www.eao.wisc.edu/)) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office ([https://employeedisabilities.wisc.edu/](https://employeedisabilities.wisc.edu/)) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School ([https://grad.wisc.edu/](https://grad.wisc.edu/)) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance ([https://compliance.wisc.edu/](https://compliance.wisc.edu/)) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards ([https://conduct.students.wisc.edu/](https://conduct.students.wisc.edu/)) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Procedures: Industrial and Systems Engineering

If a graduate student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Student's concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages and published handbooks for information. If such procedures exist at the local level, these should be investigated first. For more information, see the College of Engineering Policies and Procedures (https://www.engr.wisc.edu/academics/student-services/academic-advising/policies-and-procedures/). The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

Procedures for handling graduate student grievances against ISyE faculty, staff, or students:

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.

2. Should a satisfactory resolution not be achieved, the student should contact the Associate Chair for Graduate Affairs, to discuss the grievance. The Associate Chair will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties, if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Compliance website (https://compliance.wisc.edu/).

3. If the issue is not resolved to the student's satisfaction, the student can submit the grievance to the Department Chair. The grievance should be submit in writing, within 60 calendar days of the alleged unfair treatment.

4. On receipt of a written complaint, the Department Chair will form a faculty committee that will review the complaint and gather further information as necessary from the filer of the complaint and other parties involved (including the party toward whom the complaint is directed).

5. The faculty committee will determine a decision regarding the grievance. The Department Chair will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal to the College of Engineering Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu). Either party has 10 working days to file a written appeal to the School/College.

7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

8. The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School Academic Policies and Procedures - Grievances & Appeals (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER
n/a

PROGRAM RESOURCES

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

THE INDIVIDUAL DEVELOPMENT PLAN (HTTPS://GRAD.WISC.EDU/PD/IDP/)

An Individual Development Plan helps with self-assessment, planning, and communication:

• An IDP can help you communicate your professional development and career planning needs and intentions to others including your mentor, which can lead to helpful advice and resources.
• You can use the IDP to make sure you and your mentor’s expectations are clearly outlined and in agreement so that there are no big surprises, particularly at the end of your training.
• The current job market is challenging and research has shown that individuals who perform structured career planning achieve greater career success and satisfaction.

The onus to engage in the IDP process is on you – although your mentor, PI, or others may encourage and support you in doing so. The IDP itself remains private to you, and you choose which parts to share with which mentors. Through the IDP process, you may decide to identify various mentors to whom you can go for expertise and advice.

ENGINEERING CAREER SERVICES (HTTPS://ECS.WISC.EDU/)

Julie Rae, Assistant Director for Graduate Student Career Services

GRADUATE students in all Engineering programs

• Resumes & Cover Letters  https://ecs.wisc.edu/students/resumes-and-cover-letters/
• Job Search Strategies
• Job Offers & Negotiation https://ecs.wisc.edu/students/offers-and-negotiation/
CPT for Graduate Students  https://ecs.wisc.edu/students/co-op-and-internship/
Student appointments: Click Here (http://go.wisc.edu/ecs-grad-appt/) to schedule an appointment with ECS.


UW WRITING CENTER (HTTP://WRITING.WISC.EDU/)
Location: 6171 Helen C. White Hall
Tel: (608) 263-1992

The UW Writing Center provides free of charge face-to-face and online consultations that focus on a number of different writing scenarios (i.e. drafts of course papers, resumes, reports, application essays, cover letters, theses, etc). Writing Center instructors will not edit or proofread papers. Instead, their goal is to teach students to edit and proofread on their own in order to become a better, more confident writer.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within industrial and systems engineering.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the industrial and systems engineering.
3. Creates research, scholarship, or performance that makes a substantive contribution to the industrial and systems engineering field.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of the field of industrial and systems engineering to society.
6. Communicates complex ideas in a clear and understandable manner to variety of audience.
7. Fosters ethical and professional conduct.

PEOPLE

PROFESSORS
Laura Albert (Chair)
Oguzhan Alagoz
John D. Lee
Jeffrey Linderoth
James Luedtke
Robert Radwin
Leyuan Shi
Raj Veeramani
Shiyu Zhou

ASSOCIATE PROFESSORS
Alberto Del Pia
Kaibo Liu
Nicole Werner
Douglas A. Wiegmann

ASSISTANT PROFESSORS
Justin J. Boutilier
Carla Michini
Yonatan Mintz
Xin Wang
Qiaomin Xie
Gabriel Zayas-Caban

FACULTY ASSOCIATES
Amanda G. Smith
Sinan Tas
Charlene Yauch

LECTURERS
Terry Mann
Hannah Silber
Tina Xu

UNDERGRADUATE ADVISORS
Stacy Harnett
Francisca Jofre

GRADUATE PROGRAM COORDINATOR
Pam Peterson

See also Industrial and Systems Engineering Faculty Directory (http://directory.engr.wisc.edu/ie/faculty/).

PATIENT SAFETY, GRADUATE/PROFESSIONAL CERTIFICATE

It has been estimated that at least 98,000 US adults die each year from medical errors; fewer people die from breast cancer, AIDS, or auto accidents. The costs associated with preventable medical errors exceed $17 billion. To help train scientists and practitioners to effectively reduce the likelihood of preventable patient harm, the University of Wisconsin–Madison (http://www.wisc.edu/) offers the Graduate Certificate in Patient Safety. The certificate is supported by the School of Medicine and Public Health (http://www.med.wisc.edu/), School of Nursing (http://www.son.wisc.edu/), School of Pharmacy (http://www.pharmacy.wisc.edu/), and College of Engineering (http://www.engr.wisc.edu/).

Objective: To increase student knowledge about how systems engineering and systems design can be used to identify, analyze and solve patient safety research and applied problems.

The graduate/professional certificate in patient safety is an interdisciplinary effort between the Department of Industrial and Systems Engineering, School of Nursing, School of Pharmacy, Department of Medical Physics, and Department of Population Health Sciences. Patient safety is of national and international importance and there is a shortage of people with expertise in the design of safe health care systems and technologies that can improve patient safety. Such expertise is important to physicians, nurses, pharmacists, and other health care professionals, and engineers. The certificate in patient safety provides students with knowledge and skills in an array of topics necessary for the identification, analysis, and control of patient safety programs.
ADMISSIONS

PREREQUISITES
1. Accepted into a graduate or professional degree program
2. Full- or part-time graduate student status
3. One of the following three:
   4. A degree in a health-care-related field (that is, nursing, medicine, pharmacy, population health, public health, health care administration, health systems management, health care management), or
5. Work experience in health care delivery, or

The reason for the three options for prerequisites is to allow people with and without health care backgrounds to obtain the certificate.

IMPORTANT: students must choose one of the core faculty members listed below as an advisor. The advisor will determine if a student has met the prerequisite requirement. Advisors must sign the section of the curriculum form titled “Patient Safety Certificate Application and Completion” in order for students to enroll.

HOW TO OBTAIN THE PATIENT SAFETY CERTIFICATE
- To complete the Patient Safety Certificate application, please complete a Patient Safety Declaration Form (https://docs.google.com/forms/d/1FAIpQLSf5vOdCDo8oT8yhcBpQXMBgR6GdRXImu0qkrgUbqF0GZQ/viewform/) prior to enrollment of I SY E 699 Advanced Independent Study.
- The semester of your graduation, please complete the Patient Safety Certificate Completion Form (https://docs.google.com/forms/d/1FAIpQLSc75f18JNGxwX6ogVsA22c9Rr9VpHn5fjKfVfKLbomrOq/viewform/) and obtain your advisor’s signature and upload to online system; Send email of confirmation of completion of certificate requirements to prpeterson@wisc.edu.

Any questions about this process can be directed to prpeterson@wisc.edu. (prpeterson@wisc.edu)

EXIT REQUIREMENTS
- GPA of 3.2 or above for the Patient Safety Certificate Curriculum courses (mandatory and elective combined).
- Completion of all mandatory and elective courses.

REQUIREMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SY E/</td>
<td>Safety and Quality in the Medication</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH</td>
<td>Use System</td>
<td></td>
</tr>
<tr>
<td>I SY E 608</td>
<td></td>
<td></td>
</tr>
<tr>
<td>I SY E 557</td>
<td>Human Factors Engineering for Healthcare Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

ADVISORS
Students must choose one of the core faculty members listed below as an advisor:
- Pascale Carayon (https://www.engr.wisc.edu/ie/faculty/carayon_pascale.html) Industrial & Systems Engineering
- Michelle Chui (https://pharmacy.wisc.edu/chui-research-group/dr-michelle-chui/) Pharmacy
- Linsey Steege (https://nursing.wisc.edu/staff/steege-linsey/) School of Nursing
- Funmi Abraham (https://apps.pharmacy.wisc.edu/sopdir/olufunmilola_abraham/) Pharmacy
- Maureen Smith (https://pophealth.wisc.edu/staff/smith-maureen/) Population Health Sciences
- Nicole Werner (https://wernerlab.engr.wisc.edu/) Industrial & Systems Engineering
- Doug Wiegmann (https://directory.engr.wisc.edu/ie/Faculty/Wiegmann_Douglas/) Industrial & Systems Engineering

INFORMATION SCHOOL

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/proFESSIONAL CERTIFICATES
- Information, M.S. (p. 1045)
- Information, Ph.D. (p. 1053)
- Library and Information Studies, Doctoral Minor (p. 1057)
- Library and Information Studies, M.A. (p. 1057)
- Library and Information Studies, Ph.D. (p. 1068)
- Library and Information Studies, Specialist Certificate (p. 1072)
- Print Culture History, Doctoral Minor (p. 1073)
PEOPLE

For a complete faculty/staff directory see this website (https://ischool.wisc.edu/faculty-staff-directory/).

INFORMATION, M.S.

The master's degree at the Information School (iSchool) prepares graduates to develop, provide, and assess information and data services that create, collect, organize, store, analyze, find, distribute, and use information and data in a diverse, technological, and global society. The program prepares information professionals to work in three broad, overlapping areas of the information professions.

User Experience Design: Graduates obtain employment in user experience design, interaction design, usability testing, systems analysis and project management, IT training, educational technology support, digital asset management and curation, and content management.

Data Analytics: Graduates obtain employment as data analysts in a variety of fields with expertise in analyzing data to support organizational decision-making, planning and managing data-driven projects, visualization and communication of analysis and results, data policy issues, and ensuring that organizational data practices support analysis activities.

Data and Information Management: Graduates obtain employment specializing in management of data and information in a variety of organizations with expertise in in knowledge management, digital asset management, data and information governance, prospect research, systems analysis, records management and compliance, research data management and project management, and database development and management.

Full-time students generally complete the program in two academic years with summer work; part-time students complete it in three to four years. Students gain hands-on experience as part of their degree through the school's required internship. Students may choose internship settings based on their career goals.

Students interested in the Master of Science in Information should refer to one of the named options:

- Campus Delivered Program (p. 1046)
- Distance Delivered Program (p. 1049)

ADMISSIONS

Students apply to the Master of Science in Information through one of the named options:

- Campus Program (p. 1046)
- Online Program (p. 1049)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

Requirements | Detail | Credit Requirement |
--- | --- | ---
Minimum Graduate Coursework Requirement | Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/). | 30 credits |
Minimum Residence Credit Requirement | 16 credits |
Minimum Graduate Coursework Requirement | 15 credits out of 30 total credits |
Overall Graduate GPA Requirement | 3.00 GPA required. |
Other Grade Requirements | Within the student's total program, one grade of BC or C is allowable in either a required or elective course if it is balanced by a grade of A or AB earned either prior to or concurrently with the unsatisfactory grade. Students receiving a BC or C move into probationary status. A second grade of BC or C or any grade of D or F will normally result in the student being dropped from the program. In addition, a student's graduate-program cumulative grade point average must be maintained at 3.00 or above. |
Assessments and Examinations | No formal examination is required. |
Language Requirements | None. |

REQUIRED COURSES

Select a Named Option (p. 1045) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Information must select one of the following named options:
Policies

Students should refer to one of the named options for policy information:

- Campus Program (p. 1046)
- Online Program (p. 1049)

Professional Development

Graduate School Resources

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

Learning Outcomes

1. Integrate concepts from information/data management, digital technologies and human behavioral and cultural practices to help solve organizational, community or social challenges
2. Use legal or ethical principles to critique data and information management practices
3. Apply principles of information science to organizational data and information management endeavors
4. Use quantitative analysis methodologies and tools to inform decision making
5. Demonstrate professional communications, teamwork, and awareness of culture competencies

People

Faculty: Professors Eschenfelder, Downey, Kim (Director), Arnott-Smith; Associate Professors Rubel, Senchyne, Willett; Assistant Professors Hutchins, Jiang, Ni, Royston, Thebault-Spieker

For a complete faculty/staff directory see https://ischool.wisc.edu

Information: Campus Program, M.S.

This is a named option within the Master of Science Information (p. 1045).

The master's degree at the Information School (iSchool) prepares graduates to develop, provide, and assess information and data services that create, collect, organize, store, analyze, find, distribute, and use information and data in a diverse, technological, and global society. The program prepares information professionals to work in three broad, overlapping areas of the information professions.

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Full-time students generally complete the program in two academic years with summer work; part-time students complete it in three to four years. Students gain hands-on experience as part of their degree through the school's required internship. Students may choose internship settings based on their career goals.

Admissions

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
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</tr>
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<tbody>
<tr>
<td>Fall Deadline</td>
<td>June 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>2</td>
</tr>
</tbody>
</table>

The MS Information admits students to its on campus and online master's programs once a year for a start in the fall semester. Fall admissions deadlines are as follows:

- The deadline for full consideration for iSchool MS Information scholarships is February 15.
The deadline for full consideration for admission is March 1.
Applications submitted after March 1 are considered on a space available basis.

The UW Madison Graduate School requires a bachelor's degree from a regionally accredited U.S. institution, or a comparable degree from an international institution. A minimum undergraduate grade-point average (GPA) of 3.00 (on a 4.00 scale) in the last 60 earned credit hours is required.

Application evaluation criteria include academic abilities, professional promise, leadership and community engagement. An undergraduate program that includes breadth in liberal arts and sciences is required. Any major is acceptable. Prior work experience related to information and computing professions is useful, but is not required. The GRE is not required.

International students: TOEFL or equivalent scores are required if English is not the native language, or if the undergraduate instruction was not in English. The Information School follows UW Graduate School rules regarding English proficiency exams. See the Graduate School website (http://grad.wisc.edu/) for updated information.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIRED COURSES

Core Required Courses (take all)

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<tr>
<th>Code</th>
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<th>Credits</th>
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<tbody>
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<td>L I S 751</td>
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<td>3</td>
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<tr>
<td>L I S/CURRIC 620</td>
<td>Field Project in Library and Information Agencies</td>
<td>3</td>
</tr>
<tr>
<td>L I S 732</td>
<td>Strategic Information Services</td>
<td>3</td>
</tr>
</tbody>
</table>

Breadth Requirement in Ethics

At least 9 credits must be taken from among the following approved courses organized by concentration area. Students may mix and match approved courses from across the two different areas.

Concentration Area: User Experience/Interaction Design

<table>
<thead>
<tr>
<th>L I S/COMP SCI 611</th>
<th>User Experience Design 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>L I S/COMP SCI 612</td>
<td>User Experience Design 2</td>
</tr>
<tr>
<td>L I S/COMP SCI 613</td>
<td>User Experience Design 3</td>
</tr>
</tbody>
</table>
Students switching between the MS Information degree and the MA Library and Information Studies degree must switch by the end of their first semester (for part time students = 10 credits). Students moving from a lower cost program to the MS program will be required to pay the difference in tuition in order to have the courses count toward the MS degree. In the case of a move from a higher to a lower cost program, the difference in tuition will not be refunded.

### POLICIES

#### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

#### NAMED OPTION-SPECIFIC POLICIES

### PRIOR COURSEWORK

**Graduate Work from Other Institutions**
The program will not accept credits taken outside of UW-Madison to be used toward the degree.

**UW–Madison Undergraduate**
The program will allow up to 3 credits of approved MS Information or computer science coursework taken as an undergraduate to be counted toward the degree. The coursework must be from the approved MS curriculum, or approved by an Information School advisor.

**UW-Madison University Special**
The program will accept up to 10 credits from the iSchool capstone certificate in Digital User Experience Design (UX) or Analytics for Decision Making Capstone Certificate programs, if those credits were earned within 5 years of admission to the MS degree. All credits must be part of the UX or Analytics certificates.

In cases where students move from a lower cost program to the MS program, students will be required to pay the difference in tuition in order to have the lower cost earned credits count toward the MS degree.

The program will allow a maximum of 3 LIS credits from the approved MS Information course list, to be completed as a non-matriculated special student before entry into the program. Special students entering the MS Information must pay the tuition differential on the 3 credits in order for the course to count toward their MS Information degree requirements.

### PROBATION

Registration is not a guarantee of enrollment under conditions of unsatisfactory progress. Students who fall into unsatisfactory progress will have an academic hold placed on their record; they should discuss clearing the hold with their adviser.

1. Good standing: progressing according to standards.
2. Probation: not progressing according to standards but permitted to enroll; potential loss of scholarships.
3. Unsatisfactory progress: not progressing according to standards; not permitted to enroll, dismissal, leave of absence.

A student may be placed on probation or suspended from the Graduate School for low grades or for failing to resolve incompletes in a timely manner.

### MA Library and Information Studies Transfers

The program would accept up to 10 credits (1 semester) from students who begin the MA program but then seek to change to the MS Information program. Courses from outside the MS Information approved course list are subject to approval by the advisor and must not exceed the 9 elective credits allowed within the program.

Contingent on advisor approval, up to 3 credits of coursework from outside the MS Information approved course list can be taken from other UW-Madison departments while the student is matriculated in the MS Information program.

### Electives

Up to 3 credits of electives may be taken from the below approved list.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIS 444</td>
<td>Surveillance, Privacy, and Police Powers</td>
</tr>
<tr>
<td>LIS 500</td>
<td>Code and Power</td>
</tr>
<tr>
<td>LIS 510</td>
<td>Information Security and Privacy</td>
</tr>
<tr>
<td>LIS/NURSING/OCC THER 517</td>
<td>Digital Health: Information and Technologies Supporting Consumers and Patients</td>
</tr>
<tr>
<td>LIS 616</td>
<td>Records Management</td>
</tr>
<tr>
<td>LIS 632</td>
<td>Metadata Standards and XML</td>
</tr>
<tr>
<td>LIS/LEGAL ST 645</td>
<td>Intellectual Freedom</td>
</tr>
<tr>
<td>LIS 646</td>
<td>Introduction to Info Architecture and Interaction Design for the Web</td>
</tr>
<tr>
<td>LIS 658</td>
<td>Publishing, Knowledge Institutions and Society: E-Revolutions?</td>
</tr>
<tr>
<td>LIS/LEGAL ST 663</td>
<td>Introduction to Cyberlaw</td>
</tr>
<tr>
<td>ISY E/PSYCH 349</td>
<td>Introduction to Human Factors</td>
</tr>
<tr>
<td>ISY E 552</td>
<td>Human Factors Engineering Design and Evaluation</td>
</tr>
<tr>
<td>DS 341</td>
<td>Design Thinking for Transformation</td>
</tr>
</tbody>
</table>

Total Credits 30

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**TIME CONSTRAINTS**

The maximum period for completion of the M.S. (under special circumstances) is seven calendar years. Contact the department for more information.

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**INFORMATION: ONLINE PROGRAM, M.S.**

This is a named option within the Master of Science Information.

The master's degree at the Information School (iSchool) prepares graduates to develop, provide, and assess information and data services that create, collect, organize, store, analyze, find, distribute, and use information and data in a diverse, technological, and global society. The program prepares information professionals to work in three broad, overlapping areas of the information professions.

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**Data and Information Management:** Graduates obtain employment specializing in management of data and information in a variety of organizations with expertise in knowledge management, digital asset management, data and information governance, prospect research, systems analysis, records management and compliance, research data management and project management, and database development and management.
Full-time students generally complete the program in two academic years with summer work; part-time students complete it in three to four years. Students gain hands-on experience as part of their degree through the school's required internship. Students may choose internship settings based on their career goals.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements of the Graduate School as well as the program(s).

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<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>

International students: TOEFL or equivalent scores are required if English is not the native language, or if the undergraduate instruction was not in English. The Information School follows UW Graduate School rules regarding English proficiency exams. See the Graduate School website (http://grad.wisc.edu/) for updated information.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
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Other Grade Requirements: Within the student’s total program, one grade of BC or C is allowable in either a required or elective course if it is balanced by a grade of A or AB earned either prior to or concurrently with the unsatisfactory grade. Students receiving a BC or C move into probationary status. A second grade of BC or C or any grade of D or F will normally result in the student being dropped from the program. In addition, a student's graduate-program cumulative grade point average must be maintained at 3.00 or above.

Assessments and Examinations: No formal examination is required.

Language Requirements: None.

REQUIRED COURSES

Core Required Courses (take all)

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<td>L I S 751</td>
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<td>Strategic Information Services</td>
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</tbody>
</table>

Breadth Requirement in Ethics: All students must complete at least three credits in ethics from the list below.

<table>
<thead>
<tr>
<th>Code</th>
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<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>L I S 461</td>
<td>Data and Algorithms: Ethics and Policy (recommended)</td>
<td>3</td>
</tr>
<tr>
<td>L I S 661</td>
<td>Information Ethics and Policy</td>
<td>3</td>
</tr>
</tbody>
</table>

Concentrations: At least 9 credits must be taken from among the following approved courses organized by concentration area. Students may mix and match approved courses from across the two different areas.

Concentration Area: User Experience/Interaction Design

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>L I S/COMP SCI 611</td>
<td>User Experience Design 1</td>
</tr>
<tr>
<td>L I S/COMP SCI 612</td>
<td>User Experience Design 2</td>
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<td>L I S/COMP SCI 613</td>
<td>User Experience Design 3</td>
</tr>
<tr>
<td>L I S/COMP SCI 614</td>
<td>User Experience Design Capstone</td>
</tr>
</tbody>
</table>

Concentration Area: Analytics and Data Management

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>L I S 706</td>
<td>Data Mining Planning and Management</td>
</tr>
<tr>
<td>L I S 707</td>
<td>Data Visualization and Communication for Decision Making</td>
</tr>
</tbody>
</table>

Electives: Up to 3 credits of electives may be taken from the below approved online course list.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>L I S 500</td>
<td>Code and Power</td>
</tr>
<tr>
<td>L I S/NURSING/OCC THER 517</td>
<td>Digital Health: Information and Technologies Supporting Consumers and Patients</td>
</tr>
<tr>
<td>L I S 616</td>
<td>Records Management</td>
</tr>
<tr>
<td>L I S 632</td>
<td>Metadata Standards and XML</td>
</tr>
<tr>
<td>L I S/LEGAL ST 645</td>
<td>Intellectual Freedom</td>
</tr>
<tr>
<td>L I S 646</td>
<td>Introduction to Info Architecture and Interaction Design for the Web</td>
</tr>
<tr>
<td>L I S 658</td>
<td>Publishing, Knowledge Institutions and Society: E-Revolutions?</td>
</tr>
</tbody>
</table>

Total Credits: 30

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Contingent on advisor approval, up to 6 credits of coursework from outside the MS Information approved course list can be taken from other UW-Madison departments while the student is matriculated in the MS Information program.

MA Library and Information Studies Transfers

The program would accept up to 10 credits (1 semester) from students who begin the MA program but then seek to change to the MS Information program. Courses from outside the MS Information approved course list are subject to approval by the advisor and must not exceed the 9 elective credits allowed within the program.

Students switching between the MS Information degree and the MA Library and Information Studies degree must switch by the end of their first semester (for part time students = 10 credits). Students moving from a lower cost program to the MS program will be required to pay the difference in tuition in order to have the courses count toward the MS degree. In the case of a move from a higher to a lower cost program, the difference in tuition will not be refunded.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
The program will not accept credits taken outside of UW-Madison to be used toward the degree.

UW–Madison Undergraduate
The program will allow up to 3 credits of approved MS Information or computer science coursework taken as an undergraduate to be counted toward the degree. The coursework must be from the approved MS curriculum, or approved by an Information School advisor.

UW-Madison University Special
The program will accept up to 10 credits from the iSchool capstone certificate in Digital User Experience Design (UX) or Analytics for Decision Making Capstone Certificate programs, if those credits were earned within 5 years of admission to the MS degree. All credits must be part of the UX or Analytics certificates.

In cases where students move from a lower cost program to the MS program, students will be required to pay the difference in tuition in order to have the lower cost earned credits count toward the MS degree.

The program will allow a maximum of 3 LIS credits from the approved MS Information course list, to be completed as a non-matriculated special student before entry into the program. Special students entering the MS Information must pay the tuition differential on the 3 credits in order for the course to count toward their MS Information degree requirements.

PROBATION
Registration is not a guarantee of enrollment under conditions of unsatisfactory progress. Students who fall into unsatisfactory progress will have an academic hold placed on their record; they should discuss clearing the hold with their advisor.

1. Good standing: progressing according to standards.
2. Probation: not progressing according to standards but permitted to enroll; potential loss of scholarships.
3. Unsatisfactory progress: not progressing according to standards; not permitted to enroll, dismissal, leave of absence.

A student may be placed on probation or suspended from the Graduate School for low grades or for failing to resolve incompletes in a timely fashion. In special cases the Graduate School permits students who do not meet these minimum standards to continue on probation upon recommendation and support of their advisor. See iSchool Student Handbook. (https://ischool.wisc.edu/current-students/ma-requirements-overview/ma-program-planning-guides/)

ADVISOR / COMMITTEE
All continuing students are required to meet with the staff advisor prior to registering for each semester in order to remove registration holds and ensure timely progress towards degree completion. Students may switch advisors at any time by completing a change of advisor form.

CREDITS PER TERM ALLOWED
15 credits (however, 12 credits are highly encouraged)

TIME CONSTRAINTS
The maximum period for completion of the M.S. (under special circumstances) is seven calendar years. Contact the department for more information.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
MS Information program students are not permitted to accept appointments that would result in a tuition waiver (TA, RA, PA). Also, students in this program cannot enroll in other graduate programs, nor take courses outside the prescribed curriculum without permission of the advisor.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professors Eschenfelder, Downey, Kim (Director), Arnott-Smith; Associate Professors Rubel, Senchyne, Willett; Assistant Professors Hutchins, Jiang, Ni, Royston, Thebault-Spieker

For a complete faculty/staff directory see https://ischool.wisc.edu

INFORMATION, PH.D.

The Ph.D. in Information at the UW–Madison Information School (iSchool) cultivates a cooperative, supportive intellectual environment through which highly qualified students pursue doctoral studies. With a breadth of faculty expertise, and a flexible curriculum, the iSchool supports computational, social science and humanities-oriented PhD studies.

PhD students develop close working relationships with faculty members, receive strong and consistent advising, and meet regularly together as a cohort throughout their coursework. The program and its faculty provide structure through which students conduct original research and prepare results for presentation and publication in scholarly conferences and journals. iSchool faculty members work closely with Ph.D. students on joint projects as well as supporting students’ independent projects.

As part of an internationally top-ranked research university, the iSchool offers students the opportunity to engage in the rich variety of educational experiences both within the school and in the broader University of Wisconsin–Madison campus.

Admitted students receive financial support including tuition remission, a stipend, and funds for research support including travel. The program encourages students to explore both academic and industry career opportunities.

For more information, including instructions on admissions, please see the iSchool PhD program webpage. (https://ischool.wisc.edu/programs/phd-program/)

To see the research interests and expertise of iSchool faculty members, please refer to the iSchool Faculty Research Page (https://ischool.wisc.edu/faculty-staff-directory/research/).

RESIDENCE AND COMMUNITY

The iSchool Ph.D. program is a residential program. Students must be able to attend classes in person at UW–Madison for at least three years. Most students continue to live near Madison as they research and write their dissertations. Four to five years of full-time study is typical for students to complete the degree. The school strongly prefers full-time Ph.D. students.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 31</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Requirement Required</td>
<td></td>
</tr>
</tbody>
</table>

APPLICATION REQUIREMENTS

Ph.D. admissions at the Information School require GRE scores, a GPA of 3.0 (on a 4.0 scale) or better in the last 60 hours of academic credit; a detailed written statement of the area of research interest, fit with current faculty and the purpose for pursuing doctoral study; and an interview (usually a phone interview) with the school’s Ph.D. committee or other faculty members serving on the committee’s behalf. International students must meet the Graduate School’s language and degree requirements.

For more information, including detailed instructions for submitting an application, see this link (https://ischool.wisc.edu/programs/phd-program/).

OTHER INFORMATION

Applicants whose GPA falls below the required level must provide other evidence of academic ability. (Advice on the type of evidence appropriate to the applicant should be requested from the administrator of the doctoral program.) Applicant qualifications for admission will be reviewed by the school’s Ph.D. committee, which will make an admissions recommendation to the director who, in turn, makes a recommendation to the Graduate School. The criteria used in this review include academic promise, the probability that the school’s doctoral program will meet the goals and research interests of the applicant, and that the applicant will be able to complete the program successfully. Under certain circumstances, admission may be approved on a probationary basis or with deficiencies. Students will not normally be permitted to continue

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longer than the first year on probation. For more information see the Ph.D. program admissions page.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Admitted students receive financial support including tuition remission, a stipend, and funds for research support including travel.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face-to-Face</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

Minimum 51 credits including dissertation credits

Minimum 32 credits

**Minimum Graduate Coursework Requirement**

Minimum 32 credits

**Overall Graduate GPA Requirement**

3.50 GPA required.

**Other Grade Requirements**

To remain in good academic standing within the iSchool Ph.D. program, a student must maintain a 3.5 overall GPA, not carry any incomplete grades in courses (other than 999s) for more than 1 semester, and pass all mastery demonstration paper deadlines by appointed deadlines.

**Assessments and Examinations**

Each student is required to fulfill at least two different research practica. Students will demonstrate mastery of subject areas and research skills through two mastery demonstration papers and a program portfolio. Presentation and successful defense of a program portfolio and statement of intent constitutes the preliminary examination. Successful defense of the program portfolio and statement of intent constitutes formal acceptance into candidacy for the Ph.D. degree.

**Language Requirements**

No; however, coursework in a foreign language may be required if necessary for completing research activities.

**Doctoral Minor/Breadth Requirements**

All doctoral students are required to complete a minor.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>L I S 910</td>
<td>Smr-Research Design &amp; Methodology for Library &amp; Information Studies</td>
<td>3</td>
</tr>
<tr>
<td>L I S 925</td>
<td>Professional Writing and Reading (PWR) Seminar ¹</td>
<td>6</td>
</tr>
</tbody>
</table>

³ Students must take a minimum of 6 credits from the list below:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>L I S 931</td>
<td>Seminar in Information Policy, Management and Institutions ²</td>
<td></td>
</tr>
<tr>
<td>L I S 940</td>
<td>Seminar in Information Use and Users in Context</td>
<td></td>
</tr>
<tr>
<td>L I S 950</td>
<td>Seminar in LIS Foundations: Histories, Philosophies and Debates</td>
<td></td>
</tr>
<tr>
<td>L I S 975</td>
<td>Seminar in Information Organization and Access</td>
<td></td>
</tr>
</tbody>
</table>

**Breadth Requirements**

Students must complete 12 credits of breadth requirements, with a minimum of 3 credits in each of 4 breadth areas.

**Breadth Area 1: Introductory Research Design, Thinking, Methods**

³
Students who have previously completed the iSchool MA or MS
Students should work with the PhD program advisor to determine which courses taken as a masters student fulfill requirements for the iSchool PhD or would be appropriate electives for the PhD. Not all coursework will be approved. iSchool masters degree graduates who are accepted into the Information School PhD program may apply to count up to 10 qualified credits from their iSchool masters degree toward their PhD. Qualified courses include iSchool PhD. seminars (900 level), other courses that fulfill Ph.D. program requirements, or approved electives.

Students who have previously completed another UW-Madison graduate program
Students should work with the PhD program advisor to determine which courses taken as a masters student fulfill requirements for the iSchool PhD or would be appropriate electives for the PhD. Not all coursework will be approved.

Concurrent pursuit of an iSchool PhD and an iSchool masters degree
Students admitted to the PhD program who wish to obtain both an iSchool masters degree and an iSchool PhD should be assigned both a masters advisor as well as consulting with the PhD program chair. Depending on the student's individual program of study and careful planning, it is expected that students will use some approved credits to fulfill both degree requirements. Students should expect to complete more than the minimum 51 credits in order to fulfill the requirements of both degrees.

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
Students may count up to 9 credits of approved graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
A student may request that the Information School PhD program consider up to seven credits numbered 300 or above of undergraduate work completed at UW–Madison towards fulfillment of minimum degree and minor credit requirements. Undergraduate coursework from other schools is not permitted.

UW–Madison University Special
Students are allowed to count up to 9 approved credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
Students who fail to meet any of the assessment criteria as described in the Doctoral Program Student Handbook will receive a letter of warning.
from the Ph.D. program director placing them on probationary status. They will have one additional semester (not including summer) to change their status. If they do not successfully change their status, they will be asked to leave the program. If students do not expect to successfully change their status within the probationary semester, they can request that the Ph.D. committee grant a probation extension; however, an extension will be granted only if the student can prove likelihood of success in the upcoming semester. The student should send a letter asking for an extension and providing evidence of likelihood of success to the Ph.D. program director.

ADVISOR
The Information School Ph.D. Committee serves as the Progress Evaluation Committee for doctoral students. Upon admission, the Ph.D. committee chair serves as the default advisor for all students. At any point, the student may switch to a major professor/advisor based on similarities in research interests.

CREDITS PER TERM ALLOWED
8 to 12 credits in a regular semester is considered full time at the graduate level. Course load maximums are 12 credits in a regular semester, 8 credits in the summer term and 3 credits in the intersession.

TIME CONSTRAINTS
Completion of the degree should be within a three- to four-year period beyond earning the master’s degree.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing their program portfolio and statement of intent may be required to take additional coursework, redefine their program portfolio and statement of intent, and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
A complete set of Information School Ph.D. program policies can be found in the PhD program planning guide on the iSchool PhD program website. (https://ischool.wisc.edu/programs/phd-program/)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Add to existing bodies of theory, scholarship, or scientific knowledge through critique, testing or extension in scholarly output.
2. Demonstrate mastery of statistical, computational, and digital data collection and analysis methodologies.
3. Employ scholarly methodologies and tools appropriate to areas of study to inform research.
4. Demonstrate scholarly communication skills both orally and in writing.
5. Engage in service contributions as appropriate to profession and field of study.
6. Demonstrate teaching skills and experience including cultural competency training.

PEOPLE
For a complete faculty/staff directory see this website (https://ischool.wisc.edu/faculty-staff-directory/).
LIBRARY AND INFORMATION STUDIES, DOCTORAL MINOR

REQUIREMENTS

The doctoral minor in Library and Information Studies is a flexible and interdisciplinary program functioning under the University of Wisconsin–Madison Graduate School's Option A rules (https://grad.wisc.edu/acadpolicy/?policy=minors) (minimum 9 credits). Students will need to fill out a Ph.D. minor registration form and a PhD Minor Completion form. Both are available from the Information School website. As part of the process of completing the forms, they will need to identify, and obtain the signature of, a minor advisor from the iSchool faculty who will serve to assist with course selection and other issues. To begin the process of enrolling in the Library and Information Studies Option A minor, please contact an iSchool faculty member via email. Only Option A minors are given preferred enrollment status. Students may select courses from both the master’s and Ph.D. level from within iSchool for their doctoral minor.

POPULAR ISCHOOL PHD MINOR CONCENTRATIONS

1. information/data policy and ethics
2. user experience/interaction design and information technologies
3. digital youth
4. digital archiving
5. data/information management and analytics

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

PEOPLE

For a complete faculty/staff directory see this website (https://ischool.wisc.edu/faculty-staff-directory/).

LIBRARY AND INFORMATION STUDIES, M.A.

The master's degree at the Information School (iSchool) prepares graduates to develop, provide, and assess information services that create, collect, organize, store, analyze, find, distribute, and use information in a diverse, technological, and global society. The program prepares information professionals to work in five broad, overlapping areas of the information professions.

Librarianship: Graduates obtain employment in college and university librarianship, public librarianship, youth and young adult librarianship, electronic collections management, science and health librarianship, research data management, and school library media centers.

Archives in a Digital Age (on-campus program only): Graduates obtain employment in digital asset management, digital preservation and curation, digital archives, corporate archives, government archives, special collections, and tribal libraries archives and museums.

Data/Information Management and Analytics: Graduates obtain employment in information analysis and visualization, knowledge management, prospect research, systems analysis, digital asset management, data and information governance, records management and compliance, research data management and project management.

Organization of Information: Graduates obtain employment in metadata management, taxonomy and ontology development and implementation, digital asset management, cataloging, XML and linked data, and database management.

User Experience Design and Information Technologies: Graduates obtain employment in user experience design, interaction design, systems analysis and project management, IT training, educational technology support, digital asset management and curation, content management, and database development and management.

Full-time students generally complete the master’s program in two academic years with summer work; part-time students complete it in three to four years. Students gain hands-on experience as part of their degree through the school's required field practicum. Students may choose practicum settings based on their career goals.

NAMED OPTIONS

Students interested in the Master of Arts in Library and Information Studies should refer to one of the named options:

• Campus Delivered Program (p. 1060)
• Distance Delivered Program (p. 1064)

OPTIONAL SPECIALIZATIONS

The Information School hosts several specializations that require specific coursework from other departments or other requirements.

Business School Graduate/Professional Certificate in Strategic Innovation: The Information School offers a specialization in information innovation and organizational change in conjunction with the School of Business graduate/professional certificate (p. 1206) which can be completed as part of the school’s M.A. degree (on-campus program only).

Certificate in Leadership: iSchool students can earn the UW–Madison Certificate in Leadership (https://cfli.wisc.edu/leadership-certificate/) as part of their Information School M.A. degree (on-campus and online programs).

Double degrees: The iSchool offers double degrees with the UW Law School, the School of Music, and the Department of Art History. These require separate admissions and additional coursework. (on-campus program only)

School Library Media Specialist License: The School Library Media Specialist License in the State of Wisconsin is a stand-alone teaching license. The iSchool M.A. program can be modified to provide candidates with the educational requirements for the license taken in addition to the M.A. courses. Candidates already holding a valid Wisconsin teaching license can be endorsed for the School Library Media Specialist through the iSchool MA program. UW–Madison is part of the UW System School Library Education Consortium (UWSSLCE), which is a certification-only program. Because each state has its own regulations for teacher
licenses, this specialization is available to Wisconsin residents or those who will be working in Wisconsin schools only.

Online students (distance degree option) should note: Specialized courses in art, music, law and school library media specialist as well as courses offered outside the Information School that may be part of concentrations, specializations or double degrees, are generally not available online. For a distance student with academic background in one of these areas, combining the general Information School degree with the specialized background may be the best preparation.

The Information School master’s program is accredited by the American Library Association, recognized by the Wisconsin Division for Libraries, Technology, and Community Learning for certification of public librarians, and recognized by the state’s Department of Public Instruction for preparation of school library media specialists.

ABOUT THE INFORMATION SCHOOL

PROGRAMS

The UW–Madison Information School, “the iSchool,” is a professional school offering several degrees and non-credit education that prepare students for careers in the information professions:

• The iSchool M.A. degree ([https://ischool.wisc.edu/current-students/masters-degree-program/](https://ischool.wisc.edu/current-students/masters-degree-program/)) is a professional master’s that offers five concentration areas: Librarianship, Archives in a Digital Age, Data/Information Management and Analytics, User Experience Design and Information Technologies, Organization of Information.
• The Capstone Certificate in User Experience Design ([http://hci.wisc.edu/madux/](http://hci.wisc.edu/madux/)) is an educational credential aimed at working adults who seek further education to advance their careers or move into new fields without the commitment of a full masters degree. See the Capstone Certificate Guide page here ([http://guide.wisc.edu/nondegree/capstone/user-experience-design-capstone-certificate/](http://guide.wisc.edu/nondegree/capstone/user-experience-design-capstone-certificate/)).
• The Capstone Certificate in Data Analytics for Decision-Making ([https://dataanalytics.ischool.wisc.edu/](https://dataanalytics.ischool.wisc.edu/)) is an educational credential aimed at working adults who seek further education to advance their careers or move into new fields without the commitment of a full masters degree. See the Capstone Certificate Guide page here. ([http://guide.wisc.edu/nondegree/capstone/data-analytics-decision-making-capstone-certificate/](http://guide.wisc.edu/nondegree/capstone/data-analytics-decision-making-capstone-certificate/)).
• The Ph.D. degree ([https://ischool.wisc.edu/programs/phd-program/](https://ischool.wisc.edu/programs/phd-program/)) provides advanced academic preparation for those wishing to pursue careers in academia, industrial research or policy making. See the Ph.D. Guide page here (p. 1068).
• The iSchool offers non-credit continuing education short courses ([https://ischool.wisc.edu/continuing-education/](https://ischool.wisc.edu/continuing-education/)) that help information professionals stay up to date.

RESEARCH & SCHOLARSHIP

The Information School faculty are known for scholarly work in the areas of:

• data and information policy and ethics
• user behaviors and literacies
• print culture
• library and information technology history
• electronic publishing
• information and communications technologies (ICT) and development, and transnational diaspora use of ICT
• the social aspects of ICT
• medical information and medical information technologies
• youth and new media

For more information see the iSchool Research Overview Page. ([https://ischool.wisc.edu/faculty-staff-directory/research/](https://ischool.wisc.edu/faculty-staff-directory/research/))

RESEARCH COLLABORATIONS

Faculty and staff are widely involved in different research groups on campus. For example, the iSchool is home to the Center for the History of Print and Digital Culture ([http://www.wiscprintdigital.org/](http://www.wiscprintdigital.org/)), a research center focused on authorship, reading, publication, and distribution of print and digital materials. The Information School faculty members are involved with the Holtz Center for Science and Technology Studies, the Digital Humanities Research Network, the HCI+Design Group, the Wisconsin Institute for Discovery, and the Center for Financial Security.

ADMISSIONS

Students apply to the Master of Arts in Library and Information Studies through one of the named options:

• Campus Delivered Program (p. 1060)
• Distance Delivered Program (p. 1064)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further
funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

Requirements

Minimum Graduate School Requirements

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

Major Requirements

Curricular Requirements

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>39 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>33 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>A minimum of 30 credits must be taken from graduate-level Information School M.A. coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>). The remaining 9 credits of coursework must be 300 level or above and may not include iSchool undergraduate coursework.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Within the student’s total program, one grade of BC or C is allowable in either a required or elective course if it is balanced by a grade of A or AB earned prior to or concurrently with the unsatisfactory grade. A second grade of BC or C or any grade of D or F will normally result in the student being dropped from the program.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Candidates must complete a minimum of a 120-hour practicum, and must complete a portfolio.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

Required Courses

Select a Named Option (p. 1059) for courses required.

Named Options

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Arts in Library and Information Studies must select one of the following named options:

- Library and Information Studies: Campus Delivered Program, M.A. (p. 1060)
- Library and Information Studies: Distance Delivered Program, M.A. (p. 1064)

Policies

Students should refer to one of the named options for policy information:

- Campus Delivered Program (p. 1060)
- Distance Delivered Program (p. 1064)

Professional Development

Graduate School Resources

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

Learning Outcomes

1. Demonstrate understanding of societal, legal, policy or ethical information issues.
2. Apply principles of information organization.
3. Apply appropriate research methodologies for inquiry or decision making.
4. Demonstrate understanding of professional competencies important for management of information organizations.
5. Demonstrate competency with information technologies important to the information professions.
6. Apply theory to professional practice.
7. Demonstrate understanding of issues surrounding marginalized communities and information.

People

For a complete faculty/staff directory see this website (https://ischool.wisc.edu/faculty-staff-directory/).

Accreditation

Accreditation

American Library Association Committee on Accreditation (http://www.ala.org/aboutala/offices/accreditation/)

The Information School offers a specialization in information innovation and organizational change in conjunction with the School of Business graduate/professional certificate (p. 1206) which can be completed as part of the school's M.A. degree (on-campus program only).

**Certificate in Leadership:** iSchool students can earn the UW–Madison Certificate in Leadership (https://cfli.wisc.edu/leadership-certificate/) as part of their Information School M.A. degree (on-campus and online programs).

**Double degrees:** The iSchool offers double degrees with the UW Law School, the School of Music, and the Department of Art History. These require separate admissions and additional coursework. (on-campus program only)

**School Library Media Specialist License:** The School Library Media Specialist License in the State of Wisconsin is a stand-alone teaching license. The iSchool M.A. program can be modified to provide candidates with the educational requirements for the license taken in addition to the M.A. courses. Candidates already holding a valid Wisconsin teaching license can be endorsed for the School Library Media Specialist through the iSchool MA program. UW–Madison is part of the UW System School Library Education Consortium (UWSSLEC), which is a certification-only program. Because each state has its own regulations for teacher licenses, this specialization is available to Wisconsin residents or those who will be working in Wisconsin schools only.

Online students (distance degree option) should note: Specialized courses in art, music, law and school library media specialist as well as courses offered outside the Information School that may be part of concentrations, specializations or double degrees, are generally not available online. For a distance student with academic background in one of these areas, combining the general Information School degree with the specialized background may be the best preparation.

The Information School master’s program is accredited by the American Library Association, recognized by the Wisconsin Division for Librarians, Technology, and Community Learning for certification of public librarians, and recognized by the state's Department of Public Instruction for preparation of school library media specialists.

**LIBRARY AND INFORMATION STUDIES: CAMPUS DELIVERED PROGRAM, M.A.**

This is a named option within the Library and Information Studies M.A. (p. 1057)

The master’s degree at the Information School (iSchool) prepares graduates to develop, provide, and assess information services that create, collect, organize, store, analyze, find, distribute, and use information in a diverse, technological, and global society. The program prepares information professionals to work in five broad, overlapping areas of the information professions.

**Librarianship:** Graduates obtain employment in college and university librarianship, public librarianship, youth and young adult librarianship, electronic collections management, science and health librarianship, research data management, and school library media centers.

**Archives in a Digital Age** (on-campus program only): Graduates obtain employment in digital asset management, digital preservation and curation, digital archives, corporate archives, government archives, special collections, and tribal libraries archives and museums.

**Data/Information Management and Analytics:** Graduates obtain employment in information analysis and visualization, knowledge management, prospect research, systems analysis, digital asset management, data and information governance, records management and compliance, research data management and project management.

**Organization of Information:** Graduates obtain employment in metadata management, taxonomy and ontology development and implementation, digital asset management, cataloging, XML and linked data, and database management.

**User Experience Design and Information Technologies:** Graduates obtain employment in user experience design, interaction design, systems analysis and project management, IT training, educational technology support, digital asset management and curation, content management, and database development and management.

Full-time students generally complete the master’s program in two academic years with summer work; part-time students complete it in three to four years. Students gain hands-on experience as part of their degree through the school’s required field practicum. Students may choose practicum settings based on their career goals.

**NAMED OPTIONS**

Students interested in the Master of Arts in Library and Information Studies should refer to one of the named options:

- Campus Delivered Program (p. 1060)
- Distance Delivered Program (p. 1064)

**OPTIONAL SPECIALIZATIONS**

The Information School hosts several specializations that require specific coursework from other departments or other requirements.

**Business School Graduate/Professional Certificate in Strategic Innovation:** The Information School offers a specialization in information

**Certificate in Leadership:** iSchool students can earn the UW–Madison Certificate in Leadership (https://cfli.wisc.edu/leadership-certificate/) as part of their Information School M.A. degree (on-campus and online programs).

**Double degrees:** The iSchool offers double degrees with the UW Law School, the School of Music, and the Department of Art History. These require separate admissions and additional coursework. (on-campus program only)

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The Information School master’s program is accredited by the American Library Association, recognized by the Wisconsin Division for Librarians, Technology, and Community Learning for certification of public librarians, and recognized by the state's Department of Public Instruction for preparation of school library media specialists.

**ABOUT THE INFORMATION SCHOOL PROGRAMS**

The UW–Madison Information School, “the iSchool,” is a professional school offering several degrees and non-credit education that prepare students for careers in the information professions:

- The iSchool M.A. degree (https://ischool.wisc.edu/current-students/masters-degree-program/) is a professional master’s that offers five concentration areas: Librarianship, Archives in a Digital Age, Data/Information Management and Analytics, User Experience Design and Information Technologies, Organization of Information.
- The Capstone Certificate in User Experience Design (http://hci.wisc.edu/madux/) is an educational credential aimed at working adults who seek further education to advance their careers or move into new fields without the commitment of a full masters degree. See the Capstone Certificate Guide page here (http://guide.wisc.edu/nondegree/capstone/user-experience-design-capstone-certificate/).
- The Capstone Certificate in Data Analytics for Decision-Making (https://dataanalytics.ischool.wisc.edu/) is an educational credential aimed at working adults who seek further education to advance their careers or move into new fields without the commitment of a full masters degree. See the Capstone Certificate Guide page here.
RESEARCH COLLABORATIONS

Faculty and staff are widely involved in different research groups on campus. For example, the iSchool is home to the Center for the History of Print and Digital Culture (https://www.wiscprintdigital.org/), a research center focused on authorship, reading, publication, and distribution of print and digital materials. The Information School faculty members are involved with the Holtz Center for Science and Technology Studies, the Digital Humanities Research Network, the HC+Design Group, the Wisconsin Institute for Discovery, and the Center for Financial Security.

COMMUNITY

The Information School at UW–Madison is well known for its public-good, community-engagement orientation (https://ischool.wisc.edu/slis/community-engagement/). It is home to student organizations that shepherd information-justice projects including the Jail Library Group, the Tribal Library Archives and Museums Group, and the Allied Drive Literacy Project. Student groups at the iSchool (https://ischool.wisc.edu/current-students/slis-student-organizations/) are very active and organize and sponsor events.

The iSchool Library, (https://www.library.wisc.edu/ischool/) whose windows overlook the shores of Lake Mendota and the oak trees of Muir Knoll, is a very popular campus space for study, group work, social events and relaxation. The Information School Library is also home to:

- RADD (http://radd.dsalof.info/) “Recovering Analog and Digital Data” equipment for audio/video digitization and digital-data rescue that provides fee-for-service recovery of data from a wide variety of media types.

RESEARCH & SCHOLARSHIP

The Information School faculty are known for scholarly work in the areas of:

- data and information policy and ethics
- user behaviors and literacies
- print culture
- library and information technology history
- electronic publishing
- information and communications technologies (ICT) and development, and transnational diaspora use of ICT
- the social aspects of ICT
- medical information and medical information technologies
- youth and new media

For more information see the iSchool Research Overview Page. (https://ischool.wisc.edu/faculty-staff-directory/research/)

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

The school admits students to its on campus and online master’s programs once a year, for fall semester. Although applications are accepted until February 1, priority consideration, including consideration for departmental scholarships, is given to applications received by December 15. After February 1, interested applicants should contact the department to ask if a late application can still be considered.

For more information on the Information School MA program, including detailed admissions instructions, please see this link (https://ischool.wisc.edu/current-students/masters-degree-program/).

The Graduate School requires a bachelor’s degree from a regionally accredited U.S. institution, or a comparable degree from an international institution. A minimum undergraduate grade-point average (GPA) of 3.00 (on a 4.00 scale) in the last 60 earned credit hours is required.

Application evaluation criteria include academic abilities, professional promise, leadership and community engagement. An undergraduate program that includes breadth in liberal arts and sciences is required.
Any major is acceptable. Prior work experience related to information professions is useful, but is not required. The GRE is not required.

International students: TOEFL or equivalent scores are required if English is not the native language, or if the undergraduate instruction was not in English. The Information School follows UW Graduate School rules regarding English proficiency exams. See the Graduate School website (http://grad.wisc.edu/) for updated information. For more information about admission to the master's program, see iSchool MA Admissions. (https://ischool.wisc.edu/current-students/masters-degree-program/)

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

Minimum 39 credits Credit Requirement

**Minimum Residence Credit Requirement**

33 credits

**Minimum Graduation Coursework Requirement**

A minimum of 30 credits must be taken from graduate-level Information School M.A. coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)).

The remaining 9 credits of coursework must be 300 level or above and may not include iSchool undergraduate coursework.

**Overall Graduate GPA Requirement**

3.00 GPA required.

**Other Grade Requirements**

Within the student's total program, one grade of BC or C is allowable in either a required or elective course if it is balanced by a grade of A or AB earned prior to or concurrently with the unsatisfactory grade. A second grade of BC or C or any grade of D or F will normally result in the student being dropped from the program.

**Assessments and Examinations**

Candidates must complete a minimum of a 120-hour practicum, and must complete a portfolio.

**Language Requirements**

No language requirements.

**REQUIRED COURSES**

The program has three courses that all students must take. These courses are foundational to the field and provide prerequisite knowledge for more advanced courses.

**Code** | **Title** | **Credits**
---|---|---
L I S 601 | Information: Perspectives and Contexts | 3
L I S 602 | Information: Organization and Search | 3
L I S 603 | Research and Assessment for Information Professionals | 3

**Management Courses**

Choose at least 3 credits from the following:

L I S 654 | Information Services Management | 3
L I S 712 | The Public Library | 3
L I S 732 | Strategic Information Services | 3

**Technology Courses**

Choose at least 3 credits from the following:

L I S 500 | Code and Power | 3
L I S 644 | Digital Tools, Trends and Debates | 3
L I S 646 | Introduction to Info Architecture and Interaction Design for the Web | 3
L I S 668 | Digital Curation and Collections | 3
L I S 751 | Database Design for Information Professionals | 3
L I S 768 | Digital Humanities Analytics | 3
Most students fulfill the practicum requirement by taking:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIS/CURRIC 620</td>
<td>Field Project in Library and Information Agencies</td>
</tr>
</tbody>
</table>

Electives 21

E-Portfolio

Students may take up to 9 credits of electives outside of the iSchool. All non-LIS electives must be approved by the student's advisor.

Total Credits 39

Students seeking school library media certification have additional required courses; for details, see https://ischool.wisc.edu/programs/masters-degree-program/concentrations/librarianship/school-library-media-program/.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Students may count up to 6 credits of approved graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With approval, UW–Madison undergraduates accepted into the Information School program may count up to 7 graduate iSchool credits (LIS 400 and above) toward their M.A. degree.

UW–Madison University Special

Students are allowed to count up to 6 approved credits of coursework numbered 400 or above taken as a UW–Madison Special Student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

A student may be placed on probation or suspended from the Graduate School for low grades or for failing to resolve incompletes in a timely fashion. In special cases the Graduate School permits students who do not meet these minimum standards to continue on probation upon recommendation and support of their advisor. See iSchool Student Handbook. (https://ischool.wisc.edu/current-students/ma-requirements-overview/ma-program-planning-guides/)

ADVISOR / COMMITTEE

All continuing students are required to meet with their advisor prior to registering for each semester in order to remove registration holds and ensure timely progress towards degree completion. Students may switch advisors at any time by completing a change of advisor form.

CREDITS PER TERM ALLOWED

The iSchool recommends 9 credits per semester and a maximum of 4 credits per summer term. 8 to 12 credits in a regular semester is considered full time at the graduate level. Course load maximums are 12 credits in a regular semester, 8 credits in the summer term and 3 credits in the intersession.

TIME CONSTRAINTS

The maximum period for completion of the M.A. (under special circumstances) is seven calendar years. Contact the department for more information.

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistance Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) for all students to seek grievance assistance and support
  - Employee Assistance (http://www.eao.wisc.edu/) for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) for qualified employees or applicants with disabilities to have equal employment opportunities
  - Graduate School (https://grad.wisc.edu/) for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions
  - Office of Compliance (https://compliance.wisc.edu/) for class harassment and discrimination, including sexual harassment and sexual violence
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) for conflicts involving students
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Online program students are not permitted to accept teaching assistantships, project assistantships, research assistantships, or other
appointments that would result in a tuition waiver. Also, students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources ([https://grad.wisc.edu/pd/](https://grad.wisc.edu/pd/)) to build skills, thrive academically, and launch your career.

**PEOPLE**

For a complete faculty/staff directory see this website ([https://ischool.wisc.edu/faculty-staff-directory/](https://ischool.wisc.edu/faculty-staff-directory/)).

**LIBRARY AND INFORMATION STUDIES: DISTANCE DELIVERED PROGRAM, M.A.**

This is a named option within the Library and Information Studies M.A. (p. 1057)

The master's degree at the Information School (iSchool) prepares graduates to develop, provide, and assess information services that create, collect, organize, store, analyze, find, distribute, and use information in a diverse, technological, and global society. The program prepares information professionals to work in five broad, overlapping areas of the information professions.

**Librarianship:** Graduates obtain employment in college and university librarianship, public librarianship, youth and young adult librarianship, electronic collections management, science and health librarianship, research data management, and school library media centers.

**Archives in a Digital Age** (on-campus program only): Graduates obtain employment in digital asset management, digital preservation and curation, digital archives, corporate archives, government archives, special collections, and tribal libraries archives and museums.

**Data/Information Management and Analytics:** Graduates obtain employment in information analysis and visualization, knowledge management, prospect research, systems analysis, digital asset management, data and information governance, records management and compliance, research data management and project management.

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**User Experience Design and Information Technologies:** Graduates obtain employment in user experience design, interaction design, systems analysis and project management, IT training, educational technology support, digital asset management and curation, content management, and database development and management.

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**NAMED OPTIONS**

Students interested in the Master of Arts in Library and Information Studies should refer to one of the named options:

- Campus Delivered Program (p. 1060)
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**OPTIONAL SPECIALIZATIONS**

The Information School hosts several specializations that require specific coursework from other departments or other requirements.

**Business School Graduate/Professional Certificate in Strategic Innovation:** The Information School offers a specialization in information innovation and organizational change in conjunction with the School of Business graduate/professional certificate (p. 1206) which can be completed as part of the school's M.A. degree (on-campus program only).

**Certificate in Leadership:** iSchool students can earn the UW–Madison Certificate in Leadership ([https://cfl.i.wisc.edu/leadership-certificate/](https://cfl.i.wisc.edu/leadership-certificate/)) as part of their Information School M.A. degree (on-campus and online programs).

**Double degrees:** The iSchool offers double degrees with the UW Law School, the School of Music, and the Department of Art History. These require separate admissions and additional coursework. (on-campus program only)

**School Library Media Specialist License:** The School Library Media Specialist License in the State of Wisconsin is a stand-alone teaching license. The iSchool M.A. program can be modified to provide candidates with the educational requirements for the license taken in addition to the M.A. courses. Candidates already holding a valid Wisconsin teaching license can be endorsed for the School Library Medial Specialist through the iSchool MA program. UW–Madison is part of the UW System School Library Education Consortium (UWSSLEC), which is a certification-only program. Because each state has its own regulations for teacher licenses, this specialization is available to Wisconsin residents or those who will be working in Wisconsin schools only.

Online students (distance degree option) should note: Specialized courses in art, music, law and school library media specialist as well as courses offered outside the Information School that may be part of concentrations, specializations or double degrees, are generally not available online. For a distance student with academic background in one of these areas, combining the general Information School degree with the specialized background may be the best preparation.

The Information School master’s program is accredited by the American Library Association, recognized by the Wisconsin Division for Libraries, Technology, and Community Learning for certification of public librarians, and recognized by the state’s Department of Public Instruction for preparation of school library media specialists.
ABOUT THE INFORMATION SCHOOL

PROGRAMS

The UW–Madison Information School, “the iSchool,” is a professional school offering several degrees and non-credit education that prepare students for careers in the information professions:

- The iSchool M.A. degree ([https://ischool.wisc.edu/current-students/masters-degree-program/](http://ischool.wisc.edu/current-students/masters-degree-program/)) is a professional master's that offers five concentration areas: Librarianship, Archives in a Digital Age, Data/Information Management and Analytics, User Experience Design and Information Technologies, Organization of Information.

- The Capstone Certificate in User Experience Design ([http://hci.wisc.edu/madux/](http://hci.wisc.edu/madux/)) is an educational credential aimed at working adults who seek further education to advance their careers or move into new fields without the commitment of a full masters degree. See the Capstone Certificate Guide page here ([http://guide.wisc.edu/nondegree/capstone/user-experience-design-capstone-certificate/](http://guide.wisc.edu/nondegree/capstone/user-experience-design-capstone-certificate/)).


- The Ph.D. degree ([https://ischool.wisc.edu/programs/phd-program/](http://ischool.wisc.edu/programs/phd-program/)) provides advanced academic preparation for those wishing to pursue careers in academia, industrial research or policy making. See the Ph.D. Guide page here (p. 1068).


- The iSchool offers non-credit continuing education short courses ([https://ischool.wisc.edu/continuing-education/](https://ischool.wisc.edu/continuing-education/)) that help information professionals stay up to date.

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- RADD ([http://radd.dsalo.info/](http://radd.dsalo.info/)) “Recovering Analog and Digital Data” equipment for audio/video digitization and digital-data rescue that provides fee-for-service recovery of data from a wide variety of media types.


RESEARCH & SCHOLARSHIP

The Information School faculty are known for scholarly work in the areas of:

- data and information policy and ethics
- user behaviors and literacies
- print culture
- library and information technology history
- electronic publishing
- information and communications technologies (ICT) and development, and transnational diaspora use of ICT
- the social aspects of ICT
- medical information and medical information technologies
- youth and new media

For more information see the iSchool Research Overview Page. ([https://ischool.wisc.edu/faculty-staff-directory/research/](https://ischool.wisc.edu/faculty-staff-directory/research/))

RESEARCH COLLABORATIONS

Faculty and staff are widely involved in different research groups on campus. For example, the iSchool is home to the Center for the History of Print and Digital Culture ([http://www.wiscprintdigital.org/](http://www.wiscprintdigital.org/)), a research center focused on authorship, reading, publication, and distribution of print and digital materials. The Information School faculty members are involved with the Holtz Center for Science and Technology Studies, the Digital Humanities Research Network, the HCI+Design Group, the Wisconsin Institute for Discovery, and the Center for Financial Security.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

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<td>December 15</td>
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<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
</tbody>
</table>
Letters of Recommendation Required

The school admits students to its on campus and online master’s programs once a year, for fall semester. Although applications are accepted until February 1, priority consideration, including consideration for departmental scholarships, is given to applications received by December 15. After February 1, interested applicants should contact the department to ask if a late application can still be considered.

Note that the online program is called the “distance degree option” in all admissions forms, and students from any geographical location (including Madison, Wisconsin) are welcome to apply. Online students cannot take face to face courses.

For more information on the Information School MA program, including detailed admissions instructions, please see this link (https://ischool.wisc.edu/current-students/masters-degree-program/).

The Graduate School requires a bachelor’s degree from a regionally accredited U.S. institution, or a comparable degree from an international institution. A minimum undergraduate grade-point average (GPA) of 3.00 (on a 4.00 scale) in the last 60 earned credit hours is required.

Application evaluation criteria include academic abilities, professional promise, leadership and community engagement. An undergraduate program that includes breadth in liberal arts and sciences is required.

Any major is acceptable. Prior work experience related to information professions is useful, but is not required. The GRE is not required.

International students: TOEFL or equivalent scores are required if English is not the native language, or if the undergraduate instruction was not in English. The Information School follows UW Graduate School rules regarding English proficiency exams. See the Graduate School website (http://grad.wisc.edu/) for updated information. For more information about admission to the master’s program, see iSchool MA Admissions. (https://ischool.wisc.edu/current-students/masters-degree-program/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>39 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>33 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>A minimum of 30 credits must be taken from graduate-level Information School M.A. coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a> (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/</a>)).</td>
</tr>
<tr>
<td>The remaining 9 credits of coursework must be 300 level or above and may not include iSchool undergraduate coursework.</td>
<td></td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Within the student’s total program, one grade of BC or C is allowable in either a required or elective course if it is balanced by a grade of A or AB earned prior to or concurrently with the unsatisfactory grade. A second grade of BC or C or any grade of D or F will normally result in the student being dropped from the program.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Candidates must complete a minimum of a 120-hour practicum, and must complete a portfolio.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>
REQUIRED COURSES
The program has three courses that all students must take. These courses are foundational to the field and provide prerequisite knowledge for more advanced courses.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIS 601</td>
<td>Information: Perspectives and Contexts</td>
<td>3</td>
</tr>
<tr>
<td>LIS 602</td>
<td>Information: Organization and Search</td>
<td>3</td>
</tr>
<tr>
<td>LIS 603</td>
<td>Research and Assessment for Information Professionals</td>
<td>3</td>
</tr>
</tbody>
</table>

Management Courses
Choose at least 3 credits from the following:

- LIS 654 Information Services Management
- LIS 712 The Public Library
- LIS 732 Strategic Information Services

Technology Courses
Choose at least 3 credits from the following:

- LIS 500 Code and Power
- LIS 644 Digital Tools, Trends and Debates
- LIS 646 Introduction to Info Architecture and Interaction Design for the Web
- LIS 668 Digital Curation and Collections
- LIS 751 Database Design for Information Professionals
- LIS 768 Digital Humanities Analytics

Practicum
Most students fulfill the practicum requirement by taking:

- LIS/CURRIC 620 Field Project in Library and Information Agencies

Electives

- E-Portfolio
Students may take up to 9 credits of electives outside of the iSchool. All non-LIS electives must be approved by the student's advisor.

Total Credits 39

Students seeking school library media certification have additional required courses; for details, see https://ischool.wisc.edu/programs/masters-degree-program/concentrations/librarianship/school-library-media-program/

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
Students may count up to 6 credits of approved graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With approval, UW–Madison undergraduates accepted into the Information School program may count up to 7 graduate iSchool credits (LIS 400 and above) toward their M.A. degree.

UW–Madison University Special
Students are allowed to count up to 6 approved credits of coursework numbered 400 or above taken as a UW–Madison Special Student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION
A student may be placed on probation or suspended from the Graduate School for low grades or for failing to resolve incompletes in a timely fashion. In special cases the Graduate School permits students who do not meet these minimum standards to continue on probation upon recommendation and support of their advisor. See iSchool Student Handbook. (https://ischool.wisc.edu/current-students/ma-requirements-overview/ma-program-planning-guides/)

ADVISOR / COMMITTEE
All continuing students are required to meet with their advisor prior to registering for each semester in order to remove registration holds and ensure timely progress towards degree completion. Students may switch advisors at any time by completing a change of advisor form.

CREDITS PER TERM ALLOWED
The iSchool recommends 3 to 6 credits per semester for online students. 8 to 12 credits in a regular semester is considered full time at the graduate level.

TIME CONSTRAINTS
The maximum period for completion of the M.A. (under special circumstances) is seven calendar years. Contact the department for more information.

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Online program students are not permitted to accept teaching assistantships, project assistantships, research assistantships, or other appointments that would result in a tuition waiver. Also, students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

For a complete faculty/staff directory see this website (https://ischool.wisc.edu/faculty-staff-directory/).

LIBRARY AND INFORMATION STUDIES, PH.D.

The Ph.D. program at the UW–Madison Information School (iSchool) cultivates a cooperative, supportive intellectual environment that allows a small group of highly qualified students to excel in their doctoral studies. By admitting a small cohort of doctoral students each year, we can ensure that each student develops close working relationships with faculty members, receives strong and consistent advising, and is fully funded.

The iSchool Ph.D. program is writing intensive, requiring students to produce a substantial body of written work as they prepare to research and compose their dissertations. We provide a structure in which students conduct original research and prepare results for presentation and publication in scholarly conferences and journals. iSchool faculty members work closely with Ph.D. students to help them polish their research for publication, and most students graduate with several published articles.

Because it is part of an internationally top-ranked research university, the iSchool offers students the opportunity to engage in the rich variety of educational experiences both within the school and in the broader University of Wisconsin–Madison campus.

For more information, including instructions on admissions, please see the iSchool PhD program webpage. (https://ischool.wisc.edu/programs/phd-program/)

To see the research interests and expertise of iSchool faculty members, please refer to the iSchool Faculty Research Page (https://ischool.wisc.edu/faculty-staff-directory/research/).

RESIDENCE AND COMMUNITY

The iSchool Ph.D. program is a residential program. Students must be able to attend classes in person at UW–Madison for three years. Most students continue to live near Madison as they research and write their dissertations. Four to five years of full-time study is typical for students to complete the degree. The school strongly prefers full-time Ph.D. students.

ABOUT THE INFORMATION SCHOOL PROGRAMS

The Information School or “the iSchool at UW–Madison” is a professional school offering several degrees and non-credit education that prepare students for future careers in the information professions:

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• user behaviors and literacies, print culture
• library and information technology history
• electronic publishing
• information and communication technologies (ICT) and development, and transnational diaspora use of ICT
• the social aspects of information and communications systems

Faculty have made valuable scholarly contributions in the areas of medical information and medical information technologies, online search behavior and search effectiveness, publisher e-journal licensing practices, information technology history, print and library history, information ethics and policy, and youth and new media. For more information see the iSchool Research Overview Page. (https://ischool.wisc.edu/faculty-staff-directory/research/)

Faculty and staff are widely involved in different research areas on campus. For example, the iSchool is home to the Center for the History of Print and Digital Culture (http://www.wiscprintdigital.org/), a research center focused on authorship, reading, publication and distribution of print and digital materials. The Information School faculty members are involved with the Holtz Center for Science and Technology Studies, the Digital Humanities Research Network, the Wisconsin Institute for Discovery, and the Center for Financial Security.

ADMISSIONS
Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tr>
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</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

APPLICATION REQUIREMENTS
Ph.D. admissions at the Information School require GRE scores, a GPA of 3.0 (on a 4.0 scale) or better in the last 60 hours of academic credit earned; a master’s degree in an appropriate field; a detailed written statement of the area of research interest, fit with current faculty and the purpose for pursuing doctoral study; and an interview (usually a phone interview) with the school’s Ph.D. committee or other faculty members serving on the committee’s behalf. International students must meet the Graduate School’s language and degree requirements.

For more information, including detailed instructions for submitting an application, see this link (https://ischool.wisc.edu/programs/phd-program/).

OTHER INFORMATION
Applicants whose GPA falls below the required level must provide other evidence of academic ability. (Advice on the type of evidence appropriate to the applicant should be requested from the administrator of the doctoral program.) Applicant qualifications for admission will be reviewed by the school’s Ph.D. committee, which will make an admissions recommendation to the director who, in turn, makes a recommendation to the Graduate School. The criteria used in this review include academic promise, the probability that the school’s doctoral program will meet the goals and research interests of the applicant, and that the applicant...
will be able to complete the program successfully. Under certain
circumstances, admission may be approved on a probationary basis or
with deficiencies. Students will not normally be permitted to continue
longer than the first year on probation. For more information see the Ph.D.
program admissions page.

M.A. graduates who are accepted into the Information School Ph.D.
program may count up to 10 qualified credits from their iSchool M.A.
degree toward their Ph.D. Qualified courses include iSchool Ph.D. 
seminars (900 level) and research methods courses (e.g. L I S 603
Research and Assessment for Information Professionals).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include
assistantships, fellowships, traineeships, and financial aid. Further
funding information (https://grad.wisc.edu/funding/) is available from
the Graduate School. Be sure to check with your program for individual
policies and restrictions related to funding.

PROGRAM RESOURCES

Prospective students should see the Information School PhD program
website (https://ischool.wisc.edu/programs/phd-program/) for funding
information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL
REQUIREMENTS

Review the Graduate School minimum academic progress and degree
requirements (p. 13), in addition to the program requirements listed
below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
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<th>Accelerated</th>
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<tbody>
<tr>
<td>Accelerated: Accelerated courses are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
<td></td>
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<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
<td></td>
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</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Coursework</td>
<td>51 credits including dissenter credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>The majority of a Ph.D. student's coursework must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>). Courses at the 300–600 level should be taken sparingly and must be approved by the student's advisor.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.50 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>To remain in good academic standing within the iSchool Ph.D. program, a student must maintain a 3.5 overall GPA, not carry any incomplete grades in courses (other than 999s) for more than 1 semester, and pass all mastery demonstration paper deadlines by appointed deadlines.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Each student is required to fulfill at least one teaching practicum and at least two different research practica. Students will demonstrate mastery of the required subject areas and research skills through three mastery demonstration papers and a program portfolio. Presentation and successful defense of a program portfolio and statement of intent constitutes the preliminary examination. Successful defense of the program portfolio and statement of intent constitutes formal acceptance into candidacy for the Ph.D. degree.</td>
</tr>
<tr>
<td>Language Requirement</td>
<td>No; however, coursework in a foreign language may be required if necessary for completing research activities.</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>All doctoral students are required to complete a minor.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

A general research methods course is required of all students. This must
be a graduate-level course, and if not taken at the iSchool (L I S 603
Research and Assessment for Information Professionals) the student
must present a transcript and, if possible, a syllabus to the course.
In addition, students must take Ph.D. research seminar L I S 910 Smr-
Research Design & Methodology for Library & Information Studies and
are required to take a minimum of two semesters of statistics and
one semester of qualitative research. Each student must take at least
one course in each of three (out of four) designated areas to develop
a breadth of knowledge about the field. For more information see the
Information School PhD program website. (https://ischool.wisc.edu/
programs/phd-program/)
POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Students may count up to 9 credits of approved graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits counted toward a UW–Madison undergraduate degree are allowed to count toward the Ph.D. degree.

UW–Madison University Special

Students are allowed to count up to 9 approved credits of coursework numbered 450 or above taken as a UW–Madison Special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

Students who fail to meet any of the assessment criteria as described in the Doctoral Program Student Handbook will receive a letter of warning from the Ph.D. program director placing them on probationary status. They will have one additional semester (not including summer) to change their status. If they do not successfully change their status, they will be asked to leave the program. If students do not expect to successfully change their status within the probationary semester, they can request that the Ph.D. committee grant a probation extension; however, an extension will be granted only if the student can prove likelihood of success in the upcoming semester. The student should send a letter asking for an extension and providing evidence of likelihood of success to the Ph.D. program director.

ADVISOR / COMMITTEE

The Information School Ph.D. Committee serves as the Progress Evaluation Committee for doctoral students. Upon admission, the Ph.D. committee chair serves as the default advisor for all students. At any point, the student may switch to a major professor/advisor based on similarities in research interests. The student's doctoral committee shall be five members of the graduate faculty; no fewer than three are to be from the iSchool faculty and at least one shall be from outside the school.

CREDITS PER TERM ALLOWED

8 to 12 credits in a regular semester is considered full time at the graduate level. Course load maximums are 12 credits in a regular semester, 8 credits in the summer term and 3 credits in the intersession.

TIME CONSTRAINTS

Completion of the degree should be within a three- to four-year period beyond earning the master's degree.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing their program portfolio and statement of intent may be required to take additional coursework, redefend their program portfolio and statement of intent, and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

A complete set of Information School Ph.D. program policies can be found in the PhD program planning guide on the iSchool PhD program website. (https://ischool.wisc.edu/programs/phd-program/)
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Employ specific methodologies appropriate to areas of study.
2. Demonstrate basic capacities to employ new digital data collection and analysis methodologies.
3. Demonstrate knowledge of a range of theories in research areas as well as core LIS theories.
4. Able to add to existing bodies of theory, scholarship or scientific knowledge through critique, testing or extension in scholarly output.
5. Demonstrate scholarly excellence.
6. Demonstrate skills and experience in teaching.
7. Demonstrate mastery of scholarly writing genre.
8. Demonstrate strong oral communication skills.
9. Demonstrate involvement in the LIS academic community.

PEOPLE

Faculty: Professors Eschenfelder, Downey, Kim (Director), Arnott-Smith; Associate Professors Rubel, Willett; Assistant Professors Royston, Sanchyn

For a complete faculty/staff directory see https://ischool.wisc.edu/

LIBRARY AND INFORMATION STUDIES, SPECIALIST CERTIFICATE

The Specialist Certificate is only available to students who have been admitted to, and are registered for courses in, the iSchool Ph.D. program (p. 1068). It is an alternative degree for iSchool Ph.D. students who choose not to complete the full requirements for the Ph.D. program. Current Ph.D. students interested in the Specialist Certificate option should discuss it with their major advisor or the Ph.D. program advisor.

ADMISSIONS

It is not possible to apply directly to the Specialist Certificate. The Specialist Certificate is only available to students who have been admitted to, and who are making progress toward, the iSchool Ph.D. program.

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>42 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>24 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/">http://my.wisc.edu/</a> CourseGuideRedirect/BrowseByTitle (<a href="http://my.wisc.edu/">http://my.wisc.edu/</a> CourseGuideRedirect/BrowseByTitle/)). All coursework must be above 300 level and may not include iSchool undergraduate coursework.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirement</td>
<td>n/a</td>
</tr>
<tr>
<td>Assessments and Examinations Requirements</td>
<td>The candidate is required to prepare and publicly defend a major project/paper in addition to completing credit hour requirements.</td>
</tr>
</tbody>
</table>
Language  No language requirements unless assigned by program.

**Requirements**

**REQUIRED COURSES**
- For a Ph.D. student to move to the Specialist Certificate, they must have completed 42 credits toward their Ph.D. degree; 24 of those must be graduate credits completed after admission to the Information School Ph.D. program. All coursework must comply with Graduate School minimum requirements.
- Up to half of the credits should be from academic units related to the student’s specialization (including but not limited to the iSchool).
- The candidate is required to prepare and publicly defend a major project/paper in addition to completing credit hour requirements.
- Students may count up to 10 credits of graduate coursework from an iSchool M.A. degree.

**POLICIES**

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PEOPLE**
For a complete faculty/staff directory see this website (https://ischool.wisc.edu/faculty-staff-directory/).

**PRINT CULTURE HISTORY, DOCTORAL MINOR**
Since 1980 the field has generated a sizable literature, and with the establishment of this doctoral minor in 1998, the study of print culture history has found an institutional home within the University of Wisconsin–Madison’s curricular structure. The Doctoral Minor in Print Culture History gives graduate students opportunities to design a curriculum around the historical study and sociology of books and print culture within their general doctoral studies. The program particularly encourages students to do original archival and special collections work in the extensive relevant holdings of the library systems of the University of Wisconsin–Madison and the Wisconsin Historical Society (http://www.wisconsinhistory.org/).

See the full description of the Doctoral Minor in Print Culture History (http://www.wisprintdigital.org/ph-d-minor/) on the Center for the History of Print and Digital Culture website for more information.

**ADMISSIONS**

The Minor in Print Culture History is an interdisciplinary program functioning under the University of Wisconsin–Madison Graduate School’s Option A rules (see the Graduate School Catalog, Minors) (http://guide.wisc.edu/graduate/#doctoralminorstext). To qualify, students will need written approval from their major advisor and from the director of the Doctoral Minor in Print Culture History.

**REQUIREMENTS**
Like the study of print culture itself, the minor is intentionally flexible and interdisciplinary. Students are required to take a **minimum of 12 credits** in courses whose subjects in some way address print culture, book history, or related topics. Related topics may range from the history of mass communications, cartography, literature, education, consumer movements, and library and information studies, to subjects dealing with gender, race, age, social class, and sexual orientation. Within the 12-credit minor, students are required to take at least **3 credits of seminar studies**.

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES**
- Clinical and Community Outcomes Research, Graduate/Professional Certificate (p. 1073)
- Clinical and Health Informatics, M.S. (p. 1076)
- Clinical Investigation, Doctoral Minor (p. 1080)
- Clinical Investigation, M.S. (p. 1081)
- Clinical Investigation, Ph.D. (p. 1084)
- Fundamentals of Clinical Research, Graduate/Professional Certificate (p. 1088)

**CLINICAL AND COMMUNITY OUTCOMES RESEARCH, GRADUATE/PROFESSIONAL CERTIFICATE**

**OVERVIEW**
Students who are interested in solving problems in community health, health services, or health policy, may want to supplement their training with the Certificate in Clinical and Community Outcomes Research.

Current research investments reflect an emphasis on research that looks for ways to translate what has been learned in controlled settings into positive outcomes in clinical practice and community health. This research requires the ability to:

- consider multiple factors that interact to influence a community or organization;
Students will be notified with the name and contact information of their advisor. They should schedule a meeting with the certificate advisor within the first month after being admitted to identify learning and career objectives, and to discuss the program in relation to student goals.

6. **Note to Ph.D. students:** Ph.D. students may want to start the graduate/professional certificate program early enough to be finished before starting the dissertation because university policy states: “If a dissertator wants to pursue a graduate degree or certificate in another area, the dissertator fee status will be discontinued and regular graduate fees will be assessed, with possible consequences listed above.” See the Graduate School’s policy on Dissertation Status (https://grad.wisc.edu/acadpolicy/#dissertationstatus).

## REQUIREMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH 709</td>
<td>Translational and Outcomes Research in Health and Health Care</td>
<td>3</td>
</tr>
</tbody>
</table>

**Electives**

Select one course from each of the following areas:

- **Working with Communities**
- **HDFS 872** Bridging the Gap Between Research and Action
- **HDFS/ED PSYCH/ NURSING/ SOC WORK 880** Prevention Science
- **I SY E 417** Health Systems Engineering
- **I SY E/ POP HLTH 703** Quality of Health Care: Evaluation and Assurance
- **NURSING 702** Health Promotion and Disease Prevention in Diverse Communities
- **NURSING 761** Health Program Planning, Evaluation, and Quality Improvement
- **OTM 753** Healthcare Operations Management
- **OTM 758** Managing Technological and Organizational Change
- **OTM 770** Sustainable Approaches to System Improvement
- **S&A PHM 652** Pharmacist Communication: Educational and Behavioral Interventions
- **POP HLTH/ I SY E 703** Quality of Health Care: Evaluation and Assurance
- **PUBLHLTH 780** Evidence-Based Decision-Making
- **SOC/ C&E SOC 573** Community Organization and Change
- **SOC/C&E SOC/ URB R PL 617** Community Development
- **Qualitative Methods Relevant to Clinic and Community Outcomes Research**
- **ANTHRO 909** Research Methods and Research Design in Cultural Anthropology

## ADMISSIONS

### APPLICATION GUIDELINES

The Institute for Clinical and Translational Research (ICTR) is the administrative home of the Certificate in Clinical and Community Outcomes Research. Detailed information about the curriculum, admission requirements, application procedures, and student services coordinators is posted on the ICTR website (http://www.ictr.wisc.edu/).

Whether a student enrolls in the graduate/professional certificate or capstone certificate program will depend on their educational goals. (Course requirements are the same for all.)

### GRADUATE/PROFESSIONAL CERTIFICATE PREREQUISITES AND APPLICATION AND ENROLLMENT PROCEDURES

Graduate and professional students from any discipline are eligible to apply for enrollment in the graduate/professional certificate program. To be considered for admission, complete the following application procedures.

1. Print and complete the certificate application form (available on the program website (https://ictr.wisc.edu/T2TRCertificate/)).
2. Send the completed application to Deidre Vincevineus, 2112T HSLC, University of Wisconsin, Madison, WI 53705; vincevineus@wisc.edu (scschumache2@wisc.edu).
3. Applications are reviewed on a rolling basis by the certificate advisory committee.
4. Notification of admission to the certificate program: If the student has completed the application procedures described above, notification of the admission decision will be received within three weeks. Students with questions about the status of the application should contact Deidre Vincevineus at vincevineus@wisc.edu (scschumache2@wisc.edu).
5. After the student is admitted, the certificate advisory committee will review the stated research interests and recommend an advisor. An objective is to match students with an advisor from a discipline other than their own, to expose students to a variety of perspectives.

- form and manage research partnerships with communities and organizations;
- evaluate whether a health intervention or prevention method works or will be used; and
- articulate policy implications of health issues and interventions.

The Certificate in Clinical and Community Outcomes Research focuses on the development of these skills.

The certificate addresses a well-documented gap in what should be a continuum between basic health and medical research discoveries and the application of those discoveries in clinical and public health practice. To bridge this gap new discoveries must move beyond efficacy studies to research that tests effectiveness in real-world settings, exploring factors that facilitate or impede positive health outcomes. This research requires engagement among community members, organizations, clinicians and researchers as partners in the research process and draws on a distinct set of skills. This certificate focuses on the development of skills to engage successfully in clinical and community health outcomes research.

### REQUISITES AND APPLICATION AND GRADUATE/PROFESSIONAL CERTIFICATE

(Course requirements are the same for all.)
The certificate advisor can help students choose courses that qualify as fulfilling the two elective areas: (1) Working with Communities and (2) Qualitative Research Methods Relevant to Translational and Outcomes Research. At least one of the courses must be from outside the student's major. Students may propose to their certificate advisor an alternative course (i.e., not on the list of approved electives) for consideration as elective credit, including a course that also fulfills a requirement for their degree program. For criteria and procedures, see CCOR Handbook on the program website (https://ictr.wisc.edu/certificate-research-programs/).

Students work with their certificate advisor to develop an appropriate project. Since I SY E 961 is not offered on a regular basis, the alternative is for a student to sign up for one credit of I SY E 699 (section 030) with Professor Pascale Carayon.

Students will sign up for one credit of MEDICINE 990 (section 258) with Dr. Amy Kind. Permission required to enroll. This seminar is taught intermittently.

Students enroll in 2 credits of independent study with their certificate advisor. For details about the Presentation/Video Option for the seminar, contact the certificate coordinator.

The Graduate Program Handbook (https://sites.google.com/a/wisc.edu/t2tcertificate/) is the repository for all of the certificate program's policies and requirements.
CLINICAL AND HEALTH INFORMATICS, M.S.

The online Master of Science degree in Clinical and Health Informatics gives students a solid foundation in healthcare decision-making using methods developed from study of biomedical informatics, healthcare operations management, industrial systems engineering, nursing, pharmacy, and population health.

Based in UW–Madison’s Institute for Clinical and Translation Research, this online graduate degree program provides students with an interdisciplinary approach to develop innovative solutions and improve current practices in health policy, clinical practice, data security, and biomedical and health information systems.

The program is designed to serve professionals for clinical or information technology-related work in the healthcare industry. Graduates will be ready to meet the growing workforce demand for informaticists.

Further detail, including tuition and costs, is provided here (https://pdc.wisc.edu/capstone-certificates/capstone-clinical-health-informatics/).

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as those of our CHI program:

- Personal Statement - Tell us more about you, your interest in this profession, and why you wish to earn a graduate degree in CHI. You may also note any (or none) of the following information:
  - What will make you successful in CHI graduate program coursework?
  - What challenges do you anticipate facing while being a graduate student? What support might you need?
  - What unusual circumstances would you like considered when faculty review your application? This may include reasons for past academic performance, career changes, life challenges, etc.
- CV/Resume
- 2 letters of recommendation
- Successful completion of a college level statistics course, analytical/computational course, or equivalent work experience

While not required, you will benefit from having:

- work experience in information technology, statistics, computer science, health care, or similar field(s) – or are highly motivated to pursue a career change
- a focused area of interest in informatics, data analytics, clinical care or research, health information technology or similar fields

Contact learn@ictr.wisc.edu if you have any questions, check out the Graduate School’s Admissions FAQ (https://grad.wisc.edu/apply/) page, or complete the online application (https://grad.wisc.edu/apply/).

FUNDING

Program Information

Students enrolled in these programs are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in these programs cannot enroll in other graduate programs nor take courses outside the prescribed curriculum. You may, however, qualify for a fee grant for the application fee. https://grad.wisc.edu/apply/fee-grant/

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
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<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>18 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide">https://registrar.wisc.edu/course-guide</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B or above in all core curriculum coursework.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>None.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>The program assessments are in the form of case study presentations and strategic planning for data analysis and feedback. During the final semester, students complete a final project in the capstone course. The summative project is assessed for meeting required competencies.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M I 573</td>
<td>Foundations of Data-Driven Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>E P D 706</td>
<td>Change Management</td>
<td>1</td>
</tr>
<tr>
<td>I S Y E 557</td>
<td>Human Factors Engineering for Healthcare Systems</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 702</td>
<td>Health Promotion and Disease Prevention in Diverse Communities</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 715</td>
<td>Evaluation of Health Informatics Solutions</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 772</td>
<td>Leadership and Organizational Decision-Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>OTM 753</td>
<td>Healthcare Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>PHM PRAC 617</td>
<td>Health System Pharmacy Data Analysis and Informatics</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH 709</td>
<td>Translational and Outcomes Research in Health and Health Care</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 795</td>
<td>Principles of Population Health Sciences</td>
<td>3</td>
</tr>
<tr>
<td>B M I 750</td>
<td>Cumulative Capstone in Clinical and Health Informatics</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 30

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures ([https://grad.wisc.edu/acadpolicy/](https://grad.wisc.edu/acadpolicy/)) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

If applicable to the program completing, and with program approval, students are allowed to count no more than 12 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to the master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

If applicable to the program completing and with program approval, 6 credits of coursework numbered 300 or above from a UW–Madison undergraduate degree are allowed to count toward the degree. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 12 credits of coursework numbered 300 or above taken as a UW–Madison special student. If necessary to meet the Graduate School minimum graduate credit requirements for the degree, special student coursework may need to be converted to graduate credits. Once converted, students are assessed the difference in tuition between special and graduate tuition. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.
ADVISOR / COMMITTEE
An advisor is assigned to incoming students and will work with students individually to ensure they are making satisfactory progress toward a degree.

CREDITS PER TERM ALLOWED
12 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Medicine and Public Health
Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquiries about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).

Exclusions
This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs
The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor’s name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures
1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become
aware of with the exercise of reasonable diligence, the cause of
the grievance. To the fullest extent possible, a grievance shall
contain a clear and concise statement of the grievance and
indicate the issue(s) involved, the relief sought, the date(s) the
incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur.
The final step must be completed within 30 business days from
the date the grievance was received. The program must store
documentation of the grievance for seven years. Significant
grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene
      a faculty committee composed of at least three
      members to manage the grievance. Any faculty
      member involved in the grievance or who feels that
      they cannot be impartial may not participate in the
      committee. Committee composition should reflect
      diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor
      or program director, will obtain a written response from
      the person or persons toward whom the grievance is
      directed. The grievance advisor or program director
      will inform this person that their response will be
      shared with the student filing the grievance.
   c. The grievance advisor or program director will share
      the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding
      the grievance. The committee’s review shall be
      fair, impartial, and timely. The grievance advisor or
      program director will report on the action taken by
      the committee in writing to both the student and
      the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward
whom the grievance is directed) is unsatisfied with the decision
of the program’s faculty committee, the party may file a written
appeal to the SMPH senior associate dean for basic research,
biochemistry, and graduate studies within 10 business
days from the date of notification of the program’s faculty
committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5
      business days of the written appeal, acknowledging
      receipt of the formal appeal and establishing a
timeline for the review to be completed.
   b. The senior associate dean or their designee will request
      additional materials and/or arrange meetings
      with the grievant and/or others. If meetings occur, the
      senior associate dean or their designee will meet with
      both the grievant and the person or persons toward
      whom the grievance is directed.
   c. The senior associate dean or their designee will
      assemble an ad hoc committee of faculty from outside
      of the student’s graduate program and ask them to
      prepare a written recommendation on whether to
      uphold or reverse the decision of the program on
      the student’s initial grievance. The committee may
      request additional materials and/or arrange meetings
      with the grievant and/or others. If meetings occur,
      the committee will meet with both the grievant and
      the person or persons toward whom the grievance is
directed.
   d. The senior associate dean or their designee will make
      a final decision within 20 business days of receipt of
      the committee’s recommendation.
   e. The SMPH Office of Basic Research, Biotechnology,
      and Graduate Studies must store documentation of
      the grievance for seven years. Grievances that set a
      precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and
Public Health decision with the Graduate School. See the
Grievances and Appeals section of the Graduate School’s
Academic Policies and Procedures (https://grad.wisc.edu/
documents/grievances-and-appeals/).

Time Limits
Steps in the grievance procedures must be initiated and completed within
the designated time periods except when modified by mutual consent. If
the student fails to initiate the next step in the grievance procedure within
the designated time period, the grievance will be considered resolved by
the decision at the last completed step.

OTHER
Funding is not offered along with offers for admission.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development
resources (https://grad.wisc.edu/pd/) to build skills, thrive academically,
and launch your career.

LEARNING OUTCOMES

1. Health: Describe and explain background knowledge of the history,
goals, methods and challenges of the major health sciences,
including human biology, genomics, clinical and translational science,
healthcare delivery, personal health and population health.

2. Information Science and Technology: Demonstrate background
knowledge of concepts, terminology, methods and tools of
information science and technology for managing and analyzing data,
information and knowledge.

3. Social and Behavioral Science: Evaluate the effects of social,
behavioral, legal, psychological, management, cognitive, and
economic theories, methods, and models applicable to health
informatics from multiple levels including individual, social group, and
society.

4. Health Information Science and Technology: Determine concepts
and recognize tools for managing and analyzing biomedical and
health data, information, and knowledge. Key foci include systems
design and development, standards, integration, interoperability, and
protection of biomedical and health information.

5. Human Factors and Socio-technical Systems: Apply social behavioral
theories and human factors engineering to better understand the
interaction between users and information technologies within the
organizational, social, and physical contexts of their lives, and apply
this understanding in information system design.

6. Social and Behavioral Aspects of Health: Evaluate and apply social
determinants of health and patient-generated data to analyze
problems arising from health or disease, to recognize the implications
of these problems on daily activities, and to recognize and/or develop practical solutions to managing these problems.

7. Social, Behavioral, and Information Science and Technology Applied to Health: Appraise the diverse foundation concepts and facets in order to develop integrative approaches to the design, implementation, and evaluation of health informatics solutions.

8. Professionalism: Demonstrate conduct that reflects the aims or qualities that characterize a professional person encompassing especially a defined body of knowledge and skills and their lifelong maintenance as well as adherence to an ethical code.

9. Interprofessional Collaborative Practice: Exhibit behavior that reflects the foundations of values/ethics, roles/responsibilities, interprofessional communication practices, and interprofessional teamwork for team-based practice.

10. Leadership: Demonstrate the following characteristics: credibility, honest, competence, ability to inspire, and ability to formulate and communicate a vision.

PEOPLE

PROGRAM STAFF:

- Jack Champeau, MSM, Professional Programs Director, Clinical and Health Informatics
- Rachel Sauer, MS, Student Services and Program Coordinator, Clinical and Health Informatics

FACULTY MENTORS:

- Elizabeth S Burnside, MD, MPH, MS, Professor, Radiology, Associate Dean of Team Science and Interdisciplinary Research, Deputy Executive Director for the Institute for Clinical and Translational Research
- Heidi Twedt, MD, Visiting Professor of Internal Medicine, Co-Academic Director of Clinical & Health Informatics

FACULTY CONTRIBUTORS:

- Barbara J Pinekenstein, DNP, RN-BC, FAAN, Clinical Professor, Richard E. Sinaiko Professor in Health Care Leadership
- Chris Sorkness, RPh, PharmD, Distinguished Professor of Pharmacy and Medicine, Senior Associate Executive Director, Workforce Development
- Jack Temple, PharmD, MS, Director, Pharmacy Business Services and Informatics
- Mark W Craven, PhD, Professor, Departments of Biostatistics and Medical Informatics and Computer Science
- Maureen A Smith, MPH, PhD, Professor, Departments of Population Health Sciences and Family Medicine
- Nicole E Werner, PhD, Harvey D. Spangler Assistant Professor, Industrial and Systems Engineering
- Pamela A Mcgrahahan, DNP, RN, Clinical Assistant Professor, DNP Program Director
- Richard Bruce, MD, Associate Professor of Radiology, Medical Director of Radiology Informatics
- Robert Batt, MBA, PhD, Associate Professor, Operations and Information Management, Johnson School of Business

CLINICAL INVESTIGATION, DOCTORAL MINOR

Doctoral students in engineering, nursing, veterinary medicine, and other disciplines can declare a focus in Clinical and Translational Science (https://ictr.wiscweb.wisc.edu/documents/gpci-minor-declaration-form/) by earning the doctoral minor in Clinical Investigation to learn about applications of research to clinical disciplines. The minor provides students with foundational training in interdisciplinary clinical research, while emphasizing a scientific area of graduate study.

Students should be aware that:

- No course that counts for the major can also count for the minor. Frequently this means that students have to take two ethics courses—one for the major and one for the minor. The point of the minor focus is to add breadth to the student’s coursework.

Important Note: For students who are funded by the TL1 Predoctoral Training Program, the minor requires additional training as described on the TL1 website (https://ictr.wisc.edu/career-development-awards-2/).

REQUIREMENTS

The minor requires 10 credits (or 13 credits for students who choose the 6-credit B M I/POP HLTH 551/B M I/POP HLTH 552 sequence), including three required courses and a fourth elective required course. Note: For students who are funded by the TL1 Predoctoral Training Program, the minor requires additional training as described on the TL1 website (https://ictr.wisc.edu/career-development-awards-2/).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>A graduate entry level biostatistics course. Possible course selections include: 1</td>
<td>1-6</td>
<td></td>
</tr>
<tr>
<td>BM I/STAT 541</td>
<td>Introduction to Biostatistics</td>
<td></td>
</tr>
<tr>
<td>BM I 699</td>
<td>Independent Study</td>
<td></td>
</tr>
<tr>
<td>BM I/POP HLTH 551</td>
<td>Introduction to Biostatistics for Population Health and Regression Methods for Population Health</td>
<td></td>
</tr>
<tr>
<td>BM I/POP HLTH 552</td>
<td>Population Health</td>
<td></td>
</tr>
<tr>
<td>BM I/STAT 542</td>
<td>Introduction to Clinical Trials I</td>
<td>3</td>
</tr>
<tr>
<td>One lecture course in the Responsible (Ethical) Conduct of Research selected from the following list or an equivalent course approved by the Executive Committee:</td>
<td>1-2</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 729</td>
<td>Advanced Topics (Topic: Responsible (Ethical))</td>
<td></td>
</tr>
<tr>
<td>PHARMACY 800</td>
<td>Research Ethics: Scientific Integrity and the Responsible Conduct of Research</td>
<td></td>
</tr>
<tr>
<td>ONCOLOGY 715</td>
<td>Ethics in Science</td>
<td></td>
</tr>
<tr>
<td>SURG SCI 812</td>
<td>Research Ethics and Career Development</td>
<td></td>
</tr>
<tr>
<td>OBS &amp; GYN 955</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students</td>
<td></td>
</tr>
<tr>
<td>NURSING 802</td>
<td>Ethics and the Responsible Conduct of Research</td>
<td></td>
</tr>
</tbody>
</table>
Clinical investigation is a field in which teams of health care professionals, biostatisticians and others imagine, design, and conduct clinical research, and then take discoveries to human or animal patient populations in the health care system or in communities.

The graduate program in clinical investigation (GPCI) offers a M.S. degree. The focus of GPCI is to provide physicians, clinical scientists, and other health care professionals with the knowledge and skills needed to conduct and translate basic science discoveries into clinical applications through patient (human or animal)–oriented research. The M.S. program trains students to help move research toward solutions for patient populations more quickly.

Applicants ideally have a health professional degree (M.D., DVM, Pharm.D., Ph.D., BSN, BSE, MPT, DPT). Clinical Investigation students are unique among UW–Madison graduate students because they enter the program with a terminal degree (with exceptions) and they are seeking training to directly apply their work with patients.

Full-time and part-time enrollment is available. Most courses meet at 4 p.m. or later, to accommodate the schedules of working health professionals.

The curriculum draws from existing courses in the partner schools, and includes new courses developed exclusively for the GPCI. Coursework provides a solid foundation in research methods and analysis, including biostatistics, study design, and ethical conduct. Through electives and a research requirement, students pursue their own areas of specialization in patient-oriented clinical research.

Representatives from the Schools of Medicine and Public Health, Nursing, Pharmacy and Veterinary Medicine, and the College of Engineering gathered in 2006 and designed the program. They are joined by partner Marshfield Clinic as members of the faculty executive committee that guides the program.

GPCI is housed in the UW Institute for Clinical and Translational Research (ICTR) and is designed in response to a need for clinical research training programs. The ICTR Clinical and Translational Science Award (CTSA) facilitates UW–Madison’s ability to offer a spectrum of graduate programs in clinical research. This applied, clinical, and translational graduate program complements the areas of clinical research training by the population health sciences, nursing, and other graduate programs.

The knowledge and skills acquired while earning a degree in clinical investigation can be applied to jobs in academic institutions; private industry, including pharmaceutical companies, insurers and managed care organizations; government agencies; non-profit organizations; and a range of local to international organizations.

CLINICAL INVESTIGATION, M.S.

Elective Courses
Select from the following to reach 10 credits (or 13 credits for students who choose the 6-credit POP HLTH/ B M I 551/552 sequence):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING/</td>
<td>Seminar in Interdisciplinary Clinical Research</td>
<td>2</td>
</tr>
<tr>
<td>MEDICINE/</td>
<td>Evidence</td>
<td></td>
</tr>
<tr>
<td>POP HLTH</td>
<td></td>
<td></td>
</tr>
<tr>
<td>705</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FAM MED 701</td>
<td>Perspectives in Multidisciplinary Clinical &amp;</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Translational Research</td>
<td></td>
</tr>
<tr>
<td>POP HLTH/SOC</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>797</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B M I 544</td>
<td>Introduction to Clinical Trials II</td>
<td>3</td>
</tr>
</tbody>
</table>

1. The 1-credit B M I 699 Independent Study is for students with instructor consent who have prior statistics (not biostatistics) coursework.

Admissions

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>February 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

The program accepts applications each February 1 for the M.S. for the fall term only. Exceptions for spring admission are made rarely and only if the applicant has taken fall prerequisite courses.

The faculty executive committee for the program considers all aspects of each application. The applicant must meet the minimum requirements of the Graduate School plus those of the program, listed here:

- Have a focused area of interest in patient-oriented clinical research and a passion for continuing in a career in patient-oriented research
- Ideally have a health professional degree (M.D., DVM, Pharm.D., Ph.D., BSN, BSE, MPT, DPT).

PEOPLE

Students earning a doctoral degree in related science, with a focus on Clinical and Translational Science (PhDCTS) have several faculty mentors to choose from, including but not limited to faculty in the Graduate Program in Clinical Investigation. Please peruse the faculty and their research here ([https://ictr.wisc.edu/graduate-program-in-clinical-investigation/](https://ictr.wisc.edu/graduate-program-in-clinical-investigation/)).
• Identify a primary advisor to mentor and support the applicant throughout graduate study.

Acceptance into the program will depend in part on identification of a research program that aligns with a student’s research interests and career goals, a student’s fit with the program and likelihood of successfully completing a graduate degree. Identification of a faculty advisor and research area of study is a key consideration in the admissions process but does not guarantee admission.

Acceptance into the program does not assure funding.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIRED COURSES

**Code** | **Title** | **Credits**
---|---|---
B M I/STAT 542 | Introduction to Clinical Trials I | 3
B M I 544 | Introduction to Clinical Trials II | 3
B M I 699 | Independent Study (Topic: Patient-Oriented Research Presentation Skills Seminar) | 1
FAM MED 701 | Perspectives in Multidisciplinary Clinical & Translational Research | 2
NURSING/MEDICINE/POP HLTH 705 | Seminar in Interdisciplinary Clinical Research Evidence | 2
POP HLTH/SOC HLTH 797 | Introduction to Epidemiology | 3

A graduate entry level biostatistics course. Students select one of the following:

**Code** | **Title** | **Credits**
---|---|---
B M I/STAT 541 | Introduction to Biostatistics | 1-6
B M I 699 | Independent Study (Topic: Introduction to Biostatistics) | 1
B M I/POP HLTH 551 | Introduction to Biostatistics for Population Health | 3
& B M I/POP HLTH 552 | Regression Methods for Population Health | 2

An intermediate statistics/research methods course.

Possible course selections include:

**Code** | **Title** | **Credits**
---|---|---
COUN PSY/CURRIC/ED POL/ED PSYCH/ELPA/EPH/RT & SE 719 | Introduction to Qualitative Research | 3
SOC WORK/URB R PL 721 | Methods of Planning Analysis | 3
ED PSYCH 760 | Statistical Methods Applied to Education I | 3
NURSING 804 | Advanced Qualitative Design and Methods | 3

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td></td>
</tr>
</tbody>
</table>
Graduate coursework requirement. A student numbered under the 700 level do not count toward the 50% up to 15 such credits for M.S. students. Courses taken as a Special graduate careers part time as Special students, the program may allow provides flexibility to clinical professionals who frequently begin their level courses that they took as a Special student. Because the program with program approval, M.S. students may be allowed to count graduate-

UW–Madison University Special

With program approval, M.S. students may be allowed to count graduate-level courses that they took as a Special student. Because the program provides flexibility to clinical professionals who frequently begin their graduate careers part time as Special students, the program may allow up to 15 such credits for M.S. students. Courses taken as a Special student numbered under the 700 level do not count toward the 50% graduate coursework requirement.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, an M.S. student’s graduate coursework from other institutions no longer than five years ago may count toward the degree.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, M.S. students may be allowed to count graduate-level courses that they took as a Special student. Because the program provides flexibility to clinical professionals who frequently begin their graduate careers part time as Special students, the program may allow up to 15 such credits for M.S. students. Courses taken as a Special student numbered under the 700 level do not count toward the 50% graduate coursework requirement.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

M.S. students select their faculty advising (degree) committees by the end of the first year in the program. Students and the advisors who sign the form are asked to meet annually or more.

CREDITS PER TERM ALLOWED

12 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dozo.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dozo.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
Clinical Investigation, Ph.D.

- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Procedures (from Graduate Program in Clinical Investigation Student Handbook 2019-2020)

Procedures for proper accounting of student grievances:

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.

2. Should a satisfactory resolution not be achieved, the student should contact the program’s Grievance Advisor or Director of Graduate Studies to discuss the grievance. The Grievance Advisor or Director of Graduate Studies will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found above.

3. If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.

4. On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.

5. The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the School/College.

7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Full time Ph.D. students and dual degree students are eligible for NIH funding. Students must obtain a faculty adviser, and write a detailed personal statement that demonstrates working knowledge of clinical and/or translational research. No rotations are offered.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

See the ICTR website (https://ictr.wisc.edu/) for more information.

LEARNING OUTCOMES

1. Lead to translation of research among the laboratory, clinic and population through technological or systems innovations, including but not limited to drug therapies, medical devices, biological materials, clinical processes, and/or behavioral interventions.


3. Draw on the expertise of collaborators in multiple disciplines.

4. Integrate clinical and translational science across multiple departments, schools and colleges, clinical and research institutes, and healthcare delivery organizations.

5. Determine when it is appropriate to use a patient-oriented research design to investigate a translational clinical problem.

6. Understand the principles of multidisciplinary patient-oriented clinical research protocols.

7. Analyze, interpret and report research findings of clinical studies through peer-reviewed scientific channels and to a lay audience.

8. Apply and foster professional, ethical and responsible conduct of clinical research.

PEOPLE

Faculty

Clinical investigation is a field in which teams of health care professionals, biostatisticians and others imagine, design, and conduct clinical research, and then take discoveries to human or animal patient populations in the health care system or in communities.

The focus of the Ph.D. in Clinical Investigation is to enable translational competency among team leaders. In other words, the graduate program trains students to help move research toward solutions for patient populations more quickly. The Ph.D. is one of fewer than 10 offered in the country with this focus.

Applicants ideally will have a health professional degree (M.D., DVM, Pharm.D., Ph.D., BSN, BSE, MPT, DPT). Clinical Investigation students are unique among UW–Madison graduate students because they enter the program with a terminal degree (with exceptions) and they are seeking training to directly apply their work with patients.
Full-time and part-time enrollment is available. Most core courses meet at 4 p.m. or later, to accommodate the schedules of working health professionals.

The graduate program in clinical investigation (GPCI) that offers the Ph.D. is housed in the UW Institute for Clinical and Translational Research (ICTR) and is designed in response to a need for clinical research training programs. The ICTR Clinical and Translational Science Award (CTSA) facilitates UW–Madison’s ability to offer a spectrum of graduate programs in clinical research. This applied, clinical and translational graduate program complements the areas of clinical research training by the population health sciences, nursing, and other graduate programs.

Representatives from the schools of Medicine and Public Health, Nursing, Pharmacy, and Veterinary Medicine, and the College of Engineering met as a task force in 2006 to design the program. All ICTR academic partners are represented in the curriculum. They are joined by partner Marshfield Clinic as members of the faculty executive committee that guides the program.

The curriculum draws from existing courses in the partner schools, and includes new courses developed exclusively for the GPCI. Coursework provides a solid foundation in research methods and analysis, including biostatistics, study design, and ethical conduct. Through electives and a research requirement, students pursue their own areas of specialization in patient-oriented clinical research.

The knowledge and skills acquired while earning a degree in clinical investigation can be applied to jobs in academic institutions; private industry, including pharmaceutical companies, insurers and managed care organizations; government agencies; non-profit organizations; and a range of local to international organizations.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>February 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
</tbody>
</table>

The program accepts applications each February 1 for the Ph.D. for the fall term only. Exceptions for spring admission are made rarely and only if the applicant has taken fall prerequisite courses.

The faculty executive committee for the program considers all aspects of each application. The applicant must meet the minimum requirements of the Graduate School plus those of the program, listed here:

- Have a focused area of interest in patient-oriented clinical research and a passion for continuing in a career in patient-oriented research
- Ideally have a health professional degree (M.D., DVM, Pharm.D., Ph.D., BSN, BSE, MPT, DPT).
- Identify a primary advisor to mentor and support the applicant throughout graduate study.

Acceptance into the program will depend in part on identification of a research program that aligns with a student’s research interests and career goals, a student’s fit with the program and likelihood of successfully completing a graduate degree. Identification of a faculty advisor and research area of study is a key consideration in the admissions process but does not guarantee admission.

Acceptance into the program does not assure funding.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Prospective Ph.D. students should see the program website (https://ictr.wisc.edu/graduate-program-in-clinical-investigation/) for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

**Requirements Detail**

| Minimum Credit Requirement | 51 credits |
| Minimum Residence Credit Requirement | 32 credits |
| Minimum Graduate Coursework Requirement | Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide. |
| Overall Graduate GPA Requirement | 3.00 GPA required. |
| Other Grade Requirements | Students must earn a B or above in all core curriculum coursework. |
| Assessments and Examinations | Oral preliminary exam required. Defense of Ph.D. dissertation required. The dissertation is submitted in writing to the degree committee two weeks prior to the defense date, and then defended verbally during the defense meeting. |

**Language Requirements**

No language requirements.

**Doctoral Minor/Breadth Requirements**

Doctoral students in Clinical Investigation are not required to complete a doctoral minor. Breadth is achieved in other areas of the curriculum.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>NURSING/ MEDICINE/ POP HLTH 705</td>
<td>Seminar in Interdisciplinary Clinical Research Evidence</td>
<td>2</td>
</tr>
<tr>
<td>FAM MED 701</td>
<td>Perspectives in Multidisciplinary Clinical &amp; Translational Research</td>
<td>2</td>
</tr>
<tr>
<td>B M I 773</td>
<td>Clinical Research Informatics</td>
<td>3</td>
</tr>
<tr>
<td>CS&amp;D 900</td>
<td>Seminar-Speech Science (Topic: Research Career Development Seminar on Grant Writing)</td>
<td>2-3</td>
</tr>
</tbody>
</table>

| B M I/STAT 542 | Introduction to Clinical Trials I          | 3       |
| B M I 544      | Introduction to Clinical Trials II         | 3       |

A graduate entry level biostatistics course. Students select one of the following:

| B M I/STAT 541 | Introduction to Biostatistics              |         |
| B M I 699      | Independent Study (Topic: Introduction to Biostatistics) | 1-6     |

| B M I/ POP HLTH 551 | Introduction to Biostatistics for Population Health |
| B M I/ POP HLTH 552 | Introduction to Regression Methods for Population Health |

An intermediate statistics/research methods course. Possible course selections include:

| COUN PSY/ CURRIC/ED POL/ ED PSYCH/ELPA/ RP & SE 719 | Introduction to Qualitative Research |
| ED PSYCH 760 | Statistical Methods Applied to Education I |
| NURSING 804 | Advanced Qualitative Design and Methods |
| SOC/ C&E SOC 360 | Statistics for Sociologists I |

Advanced statistics or analytical methods courses. Students are encouraged to consult the program administrator about their options, such as:

| POP HLTH/ B M I 552 | Regression Methods for Population Health |
| SOC/ C&E SOC 360 | Statistics for Sociologists I |
| SOC/ C&E SOC 361 | Statistics for Sociologists II |
| STAT/F&W ECOL/ HORT 572 | Statistical Methods for Bioscience II |

One lecture course in the Responsible (Ethical) Conduct of Research selected from the following list or an equivalent course approved by the Executive Committee:

| ONCOLOGY 715 | Ethics in Science |
| BIOCHEM 729 | Advanced Topics (Topic: Responsible (Ethical) Conduct of Research) |
| PHARMACY 800 | Research Ethics: Scientific Integrity and the Responsible Conduct of Research |
| SURG SCI 812 | Research Ethics and Career Development |
| OBS&GYN 955 | Responsible Conduct of Research for Biomedical Graduate Students |
| NURSING 802 | Ethics and the Responsible Conduct of Research |

A noncredit regulatory experience activity. Students attend PHARMACY 800, sign a confidentiality agreement, review a protocol submitted to an Institutional Review Board, and attend an IRB meeting (supervised). This activity is also known as the RCR Laboratory.
GRADUATE SCHOOL POLICIES

PRIORITY COURSEWORK

Graduate Work from Other Institutions

With program approval, a Ph.D. student's graduate coursework from other institutions no longer than ten years ago may count toward the degree.

UW-Madison Undergraduate

No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.

UW-Madison University Special

With program approval, Ph.D. students may be allowed to count graduate level courses that they took as a Special student. Because the program provides flexibility to clinical professionals who frequently begin their graduate careers part time as Special students, the program may allow up to 15 such credits for M.S. and Ph.D. students. Courses taken as a Special Student numbered under the 700 level do not count toward the 50% graduate coursework requirement.

Article 8: Probation

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School.

Article 9: Advisor/Committee

Ph.D. students select their faculty advising (degree) committees by the end of the first year in the program. Students and the advisors who sign the Proposed Degree Committee form are asked to meet annually or more; dissertators (post-preliminary exam) twice a year or more.

Article 10: Credits Per Term Allowed

12 credits

TIME CONSTRAINTS

Doctoral students are expected to pass the final oral examination and deposit the dissertation no later than five years from the date of passing the preliminary examination. The oral examination is the oral defense of the completed dissertation. Full-time students generally complete the dissertation within two years of the preliminary examination. Part-time students may take longer.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

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Procedures for proper accounting of student grievances:

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7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Full-time Ph.D. students and dual degree students are eligible for NIH funding. Students must obtain a faculty adviser, and write a detailed personal statement that demonstrates working knowledge of clinical and/or translational research. No rotations are offered.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

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PROGRAM RESOURCES

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1. Lead to translation of research among the laboratory, clinic and population through technological or systems innovations, including but not limited to drug therapies, medical devices, biological materials, clinical processes, and/or behavioral interventions.


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4. Integrate clinical and translational science across multiple departments, schools and colleges, clinical and research institutes, and healthcare delivery organizations.

5. Determine when it is appropriate to use a patient-oriented research design to investigate a translational clinical problem.

6. Analyze, interpret and report research findings of clinical studies through peer-reviewed scientific channels and to a lay audience.

7. Disseminate knowledge through teaching and mentoring students/trainees.

8. Apply and foster professional, ethical and responsible conduct of clinical research.

PEOPLE

Faculty (https://ictr.wisc.edu/graduate-program-in-clinical-investigation/)

FUNDAMENTALS OF CLINICAL RESEARCH, GRADUATE/PROFESSIONAL CERTIFICATE

To conduct patient-oriented clinical studies adequately, it is necessary to understand the principles of research design and statistical analysis. With increasing complexities in clinical research, it is imperative that clinical researchers receive a minimum training in clinical research methods. The objective of the certificate in the fundamentals of clinical research is to provide formalized training in clinical research methodology and a practicum in research design and statistical analysis in patient-oriented clinical research. Areas of study include: biostatistics, epidemiology, research ethics and the responsible conduct of research, and clinical trials design and implementation.

ADMISSIONS

Applications to the certificate program are considered on a rolling basis. Students in graduate or professional school at the UW–Madison simply apply in time to register for the semester in which they want to start the certificate courses.

Submit the Graduate or Professional Certificate application (https://ictr.wisc.edu/documents/professional-certificate-in-the-fundamentals-of-clinical-research-application/).

All forms and materials can be emailed in PDF form (preferred), delivered, or mailed to:

Deidre Vinceteineus, Student Services Coordinator
studentinquiry@ictr.wisc.edu
2112 Health Sciences Learning Center
750 Highland Avenue
Madison, WI 53705

REQUIREMENTS

The Certificate Program in the Fundamentals of Clinical Research consists of five courses for a total of 13-17 credits.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
<td>3-6</td>
</tr>
</tbody>
</table>

Students select one of the following:
B M I/POP HLTH 551 Introduction to Biostatistics for Population Health & B M I/POP HLTH 552 Population Health

B M I 699 Independent Study

Other Required Courses
B M I/STAT 542 Introduction to Clinical Trials I
B M I 544 Introduction to Clinical Trials II
POP HLTH/SOC 797 Introduction to Epidemiology

One lecture course in ethical conduct of research selected

1-2 from the following list of courses:

SURG SCI 812 Research Ethics and Career Development
NURSING 802 Ethics and the Responsible Conduct of Research
ONCOLOGY 715 Ethics in Science
PHARMACY 800 Research Ethics: Scientific Integrity and the Responsible Conduct of Research
OBS&GYN 955 Responsible Conduct of Research for Biomedical Graduate Students
BIOCHEM 729 Advanced Topics (Topic: Responsible Conduct of Research)

Total Credits 13-17

1 The 1-credit B M I 699 is for students with instructor consent who have prior statistics (not biostatistics) coursework. Students who take this option must also complete an additional 2 credits of FAM MED 701 or POP HLTH/MEDICINE/NURSING 705.

Questions can be directed to Deidre Vincevineus, Student Services Coordinator, at studentinquiry@ictr.wisc.edu.

(/studentinquiry@ictr.wisc.edu)

LEARNING OUTCOMES

1. Determine when it is appropriate to use a patient-oriented research design to investigate a translational clinical problem.
2. Understand the principles of clinical research design and statistical analysis.
3. Understand the principles of multidisciplinary patient-oriented clinical research protocols.
4. Apply and foster professional, ethical and responsible conduct of clinical research.

INSTITUTE FOR REGIONAL AND INTERNATIONAL STUDIES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• African Studies, Doctoral Minor (p. 1090)
• African Studies, Graduate/Professional Certificate (p. 1091)
• East Asian Studies, Doctoral Minor (p. 1093)
• Global Studies, Doctoral Minor (p. 1094)
• Latin American, Caribbean, and Iberian Studies, Doctoral Minor (p. 1095)
• Latin American, Caribbean, and Iberian Studies, M.A. (p. 1095)
• Russian, East European and Central Asian Studies, Doctoral Minor (p. 1098)
• Russian, East European and Central Asian Studies, Graduate/Professional Certificate (p. 1099)
• Russian, East European and Central Asian Studies, M.A. (p. 1099)
• Southeast Asian Studies, Doctoral Minor (p. 1104)
• Southeast Asian Studies, M.A. (p. 1105)

PEOPLE

AFRICAN STUDIES

Faculty: Professors Hutchinson (chair) (African Studies/Anthropology), Addell (African-American Studies), Anderson (Music), Barrows (Agricultural and Applied Economics), Baumann (Nursing), Bernault (Astronomy), Bershady (Astronomy), Bloch (Curriculum and Instruction), Bosu (Veterinary Medicine), Bunn (Anthropology), Carter (Agricultural and Applied Economics), Chavas (Agricultural and Applied Economics), Christensen (Animal Health and Biomedical Sciences), Cowell (African Languages and Literature), Drewal (Art History/Afro-American Studies), Fair (Journalism and Mass Communication), Gallagher (Astronomy), Gjerde (Medicine and Public Health), Graziano (Medicine and Public Health), Haq (Medicine and Public Health), Hauner (African Languages and Literature), Hewson (Curriculum and Instruction), Johnson-Powell (Medicine and Public Health), Klug (Law), Ladson-Billings (Medicine and Public Health), Langston (Forest and Wildlife Ecology), McClintock (English), Memon (Languages and Cultures of Asia), Naughton (Geography), Nixon (English), Olaniyan (African Languages and Literature/English), Payne (Political Science), Popkewitz (Curriculum and Instruction), Posner (Agronomy), Reed (Animal Sciences), Reschovsky (Agricultural and Applied Economics), Schatzberg (Political Science), Scheub (African Languages and Literature), Seidman (Sociology), Shapiro (Agricultural and Applied Economics), Songole (African Languages and Literature/French and Italian), Tesfagiorgis (African-American Studies), Thompson (Law), Tripp (Political Science/Gender and Women's Studies), Turner (Geography), Verna (Art), Wilcots (Astronomy), Zeichner (Curriculum and Instruction); Associate Professors Al-Ghadeer (African Languages and Literature), Anstett (Family Medicine), Chamberlain (History), Conway (Communication Arts), Conway (Pediatrics), Foltz (Agricultural and Applied Economics), Jenson (French and Italian), Lambert (Anthropology), Madureira (Comparative Literature), Nesper (Anthropology), Pickering (Anthropology), Savaga (Spanish and Portuguese), Stambach (Educational Policy Studies), Sweet (History); Assistant Professors Hark (Design), Keller (History of Science), Kendall (Educational Policy Studies), Kodesh (History), Sellers (Social Work), Straus (Political Science), Wendland (Medicine and Public Health/Anthropology)

EAST ASIAN STUDIES

Faculty: Professors Davis (Engineering Professional Development), Dong (Design Studies/SOHE), Dunne (Asian Languages and Cultures), Furumoto (Theater and Drama), Kern (Asian Languages and Cultures), Li (Linguistics), McGloin (Asian Languages and Cultures), Mori (Asian Languages and Cultures), Nienhauser (Asian Languages and Cultures), Ohnesorge (Law), Ohnuki-Tierney (Anthropology), Pan (Communication
AFRICAN STUDIES, DOCTORAL MINOR

The Doctoral Minor in African Studies is for students completing a Ph.D. at the University of Wisconsin—Madison who wish to focus their study on Africa. It requires four courses or seminars in two departments outside the student’s major department. The African studies minor is completed under “Minor Option A” of the Graduate School regulations.

SUGGESTIONS FOR STUDENTS PURSUING THE DOCTORAL MINOR IN AFRICAN STUDIES

- Early Approval of Minor Program: It is the student’s responsibility as a graduate student to determine that all courses/seminars being completed are eligible for inclusion in the doctoral minor. Students are encouraged to consult with the African Studies Program advisor before taking courses intended to be included in the minor.

- Language Training: In planning the program, students should bear in mind the strong desirability of attaining competence in an African language. For many kinds of research, ability to use a language as a research tool is indispensable.

- Auditing Courses: In addition to courses and seminars formally taken for credit, students are encouraged to audit additional offerings to develop a broad competence in African studies.

ADMISSIONS

- Meet with the African Studies Program advisor. To make an appointment, send an email to Aleia McCord, aleia.mccord@wisc.edu.
• Submit the Ph.D. Minor in African Studies application form and obtain the approval and signature of major professor. After you have completed the preliminary Ph.D. examinations, the African Studies Program director or designate will sign the warrant indicating completion of the minor.

REQUIREMENTS

• Complete a minimum of 12 graduate credits from the African Studies Program core curriculum (http://africa.wisc.edu/?page_id=26) in four courses or seminars outside the major field, and from at least two different departments. (Agricultural and applied economics, and economics courses/seminars are considered to be of one discipline for purposes of the minor.)

• Graduate credit is available only for courses with numbers of 300 or higher.

• At least one of these four units must be a course or seminar at the 700 to 900 level. No thesis or dissertation credits (990) may be used.

• Introductory first-year language courses may not be used for the doctoral minor in African studies even if they are numbered 300 or higher. Language courses may count for the minor only in so far as they do not overlap with departmental language requirements. When a department requires an African language for the Ph.D., language courses may count toward the minor only above and beyond four semesters of study in one language.

• Include no more than one independent reading and research course in the four courses or seminars submitted.

SPECIAL CIRCUMSTANCES AND CONDITIONS IN COMPLYING WITH THE DOCTORAL MINOR

• Grade Point Average: A 3.0 grade point average is required for all courses submitted for the minor.

• Credits from Other Universities: Courses from other universities that were taken for graduate credit may count toward the minor with approval of the African Studies Program. Normally, only two of the required four courses or seminars may come from outside the University of Wisconsin–Madison. Exceptions may be proposed by petition.

• Courses Taken as an Undergraduate: Courses taken while the candidate was an undergraduate student are not eligible for credit toward the doctoral minor, including courses with graduate-level numbers.

LEARNING OUTCOMES

1. Regional expertise: advanced knowledge of the societies and cultures of the region through in-depth understanding of the principal historical, social, political, cultural, and scientific forces and conditions that have given rise to the unity and diversity in the region today.

2. Multi-disciplinarity: analyzing contemporary political, economic, and cultural realities in the region from at least two disciplinary perspectives, ideally including humanities, social sciences, and sometimes natural science approaches.

3. Depth of knowledge: advanced knowledge of particular facets of life in the region by taking courses on particular sub-regions or countries, by studying a regional language, or by taking at least two courses on the region in one discipline.

4. Research and methods: Students must demonstrate the ability to conduct interdisciplinary research that shows knowledge of research methodologies, demonstrates analytical skills, and the ability to articulate and elaborate research findings.

PEOPLE

Faculty: Professors Adell (Afro-American Studies), Alonso (Gender and Women’s Studies and the School of Medicine and Public Health), Anderson (Global Health), Bartlett (Educational Policy Studies), Block (Civil and Environmental Engineering), Brown (African Cultural Studies), Bunn (Anthropology), Burchell-Sajnani (African Cultural Studies), Callaci (History), Chavas (Agricultural and Applied Economics), Christensen (Animal Health and Biomedical Sciences), Conway (Pediatrics), Conway (Communication Arts), Dima (French and Italian), Diop (Real Estate and Urban Land Economics), DiPrete Brown (Human Ecology, Global Health Institute), Drewal (Art History/Afro-American Studies), El Nossery (French and Italian), England (African Cultural Studies), Ferrick (International Agriculture Programs), Foltz (Agricultural and Applied Economics), Garoon (Community and Environmental Sociology), Goldberg (Pathobiological Sciences), Gomez (Medical History and Bioethics), Grant (Sociology), Gray (Communication Arts), Gunasekaran (Food Engineering), Haq (Medicine and Public Health), Hark (Design Studies), Hawkins (Curriculum and Instruction), Ipsen (Gender and Women’s Studies and History), Jacobs (Environmental Studies), Jaspers (Consumer Science), Kawaoka (Global Health Institute), Keller (Medical History and Bioethics), Kendall (Director, Educational Policy Studies), Klug (Law), Kodesh (History), Ladson-Billings (Curriculum and Instruction), LaGro (Urban and Regional Planning), Larson (Biological Systems Engineering), Lindsay (Gender and Women’s Studies and Political Science), Madureira (Spanish and Portuguese), McCord (African Studies), McFarland (Anthropology), Mitman (History of Science), Mustafa (African Cultural Studies), Naughton (Geography), Nesper (Anthropology), Ntambi (Biochemistry), Okwumabua (Pathobiological Sciences), Olaniyan (African Cultural Studies and English), Oztoglu (Afro-American Studies), Palmer (Journalism and Mass Communication), Patz (Global Health Institute), Pickering (Anthropology), Popkewitz (Curriculum and Instruction), Radano (African Cultural Studies and Music), Reed (Animal Science), Rosin (Integrative Biology), Royston (African Cultural Studies), Ruark (Environmental Studies), Sager (Interior Architecture), Sapega (Spanish and Portuguese), Schauer (Global Health Institute), Seidman (Sociology), Sethi (Population Health Sciences), Siraj (Infectious Disease), Songolo (Library), Straus (Political Science), Sweet (History), Tanoukhi (English), Tanumihardjo (Global Health Institute, Nutritional Sciences), Tefera (Surgery), Thompson (African Cultural Studies), Treves (Environmental Studies), Tripp (Political Science/Gender and Women’s Studies), Tupesis (Global Health Institute), Turner (Geography), Ventura (Environmental Studies), Wilcots (Astronomy).

AFRICAN STUDIES, GRADUATE/PROFESSIONAL CERTIFICATE

The Graduate Certificate in African Studies is awarded to students at the graduate level at the University of Wisconsin–Madison to certify advanced training in African studies. It is awarded by the African Studies Program and the Graduate School.
ADMISSIONS

APPLICATION FOR GRADUATE CERTIFICATE IN AFRICAN STUDIES

- Contact Aleia McCord, assistant director and advisor, at aleia.mccord@wisc.edu.
- Submit the application form for the Graduate Certificate in African Studies and obtain the approval and signature of the major professor. After the student has completed the requirements for the graduate certificate in African studies, the African Studies Program director or designate will inform the major department that the student has earned the certificate.

FUNDING

Information about funding through the African Studies Program is available from our website (http://africa.wisc.edu/?page_id=28). We also encourage our students to explore funding options available through the Institute for Regional and International Studies (IRIS) Awards Office (https://iris.wisc.edu/funding/).

REQUIREMENTS

- Complete at least 12 credits of African Studies Program core courses or extended core courses taught by an African Studies Program faculty member.
- Graduate credit is available only for courses numbered 300 or higher.
- Maintain a grade point average of 3.0 (on a 4.0 scale).
- Fulfill the requirements for a master’s or doctoral degree at the University of Wisconsin–Madison.
- Include 9 credits outside the major department. No more than 3 credits will count from the major department.
- Complete at least one graduate-level seminar in African studies with a grade of AB or better. It may be in the major field.

ADDITIONAL TERMS

- Include no more than 3 credits of directed reading and research or independent reading (AFRICAN 699 Directed Study, AFRICAN 999 Independent Reading and Research). No thesis/dissertation credits (AFRICAN 990 Thesis) may be included.
- Only one course in a single language may count toward the certificate, but two languages courses count if they are in different African languages.
- Note: All African Cultural Studies courses (http://guide.wisc.edu/courses/african/) may count toward the graduate certificate within the limits set by the distribution requirements described above.

LEARNING OUTCOMES

1. Regional expertise: advanced knowledge of the societies and cultures of the region through in-depth understanding of the principal historical, social, political, cultural and scientific forces and conditions that have given rise to the unity and diversity in the region today.
2. Multi-disciplinarity: analyzing contemporary political, economic, and cultural realities in the region from at least two disciplinary perspectives, ideally including humanities, social sciences and sometimes natural science approaches.
3. Depth of knowledge: advanced knowledge of particular facets of life in the region by taking courses on particular sub-regions or countries, by studying a regional language, or by taking at least two courses on the region in one discipline
4. Research and methods: Students must demonstrate the ability to conduct interdisciplinary research that shows knowledge of research methodologies, demonstrates analytical skills, and the ability to articulate and elaborate research findings.

PEOPLE

Faculty: Professors Adell (Afro-American Studies), Alonso (Gender and Women's Studies and the School of Medicine and Public Health), Anderson (Global Health), Bartlett (Educational Policy Studies), Block (Civil and Environmental Engineering), Brown (African Cultural Studies), Bunn (Anthropology), Burchell-Sajnani (African Cultural Studies), Callaci (History), Chavas (Agricultural and Applied Economics), Christensen (Animal Health and Biomedical Sciences), Conway (Pediatrics), Conway (Human Ecology, Global Health Institute), Drewal (Art History/Afro-American Studies), El Nossery (French and Italian), England (African Cultural Studies), Ferrick (International Agriculture Programs), Foltz (Agricultural and Applied Economics), Garoon (Community and Environmental Sociology), Goldberg (Pathobiological Sciences), Gomez (Medical History and Bioethics), Grant (Sociology), Gray (Communication Arts), Gunasekaran (Food Engineering), Haq (Medicine and Public Health), Hark (Design Studies), Hawkins (Curriculum and Instruction), Ipsen (Gender and Women's Studies and History), Jacobs (Environmental Studies), Jaspoper (Consumer Science), Kawoka (Global Health Institute), Keller (Medical History and Bioethics), Kendall (Director, Educational Policy Studies), Klug (Law), Kodesh (History), Ladson-Billings (Curriculum and Instruction), LaGro (Urban and Regional Planning), Larson (Biological Systems Engineering), Lindsay (Gender and Women's Studies and Political Science), Madureira (Spanish and Portuguese), McCord (African Studies), McFarland (Anthropology), Mitman (History of Science), Mustafa (African Cultural Studies), Naughton (Geography), Nesper (Anthropology), Nisim (African Cultural Studies), Ntambi (Biochemistry), Okumubau (Pathobiological Sciences), Olanayan (African Cultural Studies and English), Ozdogan (African-American Studies), Palmer (Journalism and Mass Communication), Patz (Global Health Institute), Pickering (Anthropology), Popkewitz (Curriculum and Instruction), Radano (African Cultural Studies and Music), Reed (Animal Science), Rosin (Integrative Biology), Royston (African Cultural Studies), Ruark (Environmental Studies), Sager (Interior Architecture), Saage (Spanish and Portuguese), Schauer (Global Health Institute), Seidman (Sociology), Sethi (Population Health Sciences), Siraj (Infectious Disease), Songolo (Library), Straus (Political Science), Sweet (History), Tanoukhi (English), Tanumihardjo (Global Health Institute, Nutritional Sciences), Tefera (Surgery), Thompson (African Cultural Studies), Treves (Environmental Studies), Tripp (Political Science/Gender and Women's Studies), Tupesis (Global Health Institute), Turner (Geography), Ventura (Environmental Studies), Wilcots (Astronomy).
EAST ASIAN STUDIES, DOCTORAL MINOR

The Center for East Asian Studies (CEAS) began in 1962 as the East Asian Studies program, building on more than sixty years of research and teaching on China, Japan, and Korea at UW-Madison. It is the focal point connecting East Asia to the University of Wisconsin-Madison, and today, more than seventy faculty members teach nearly three hundred courses at both undergraduate and graduate levels.

The doctoral minor in East Asian Studies is offered to students who are enrolled in a doctoral program at the University of Wisconsin-Madison and are interested in focusing their studies on East Asia. Students interested in obtaining this minor should consult with the Center’s Associate Director, who serves as the advisor for the minor in East Asian studies.

ADMISSIONS

To declare the Doctoral Minor in East Asian Studies, please contact the Associate Director, Center for East Asian Studies (See Contact Information (https://guide.wisc.edu/graduate/institute-regional-international-studies/east-asian-studies-doctoral-minor/#peopletext) for the Center.)

REQUIREMENTS

COURSES

Students earning an interdisciplinary PhD Minor in East Asian Studies must take a minimum of 12 credits in East Asian area studies. The credits must be earned in at least three departments other than the major department, and courses must contain a minimum of 25 percent East Asian content. UW–Madison Graduate School regulations concerning the use of courses required for the student's major as part of the minor are to be observed when selecting courses. For more information about courses that can count for the Minor, please contact East Asian Studies. Because the instructor and content of a course may change over time, please consult the Center for East Asian Studies for confirmation on whether a course may count for a doctoral minor.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>A A E/INTL ST 374</td>
<td>The Growth and Development of Nations in the Global Economy</td>
<td>3</td>
</tr>
<tr>
<td>A A E/ECON 474</td>
<td>Economic Problems of Developing Areas</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 300</td>
<td>Cultural Anthropology: Theory and Ethnography</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 330</td>
<td>Topics in Ethnology</td>
<td>3-4</td>
</tr>
<tr>
<td>ANTHRO 357</td>
<td>Introduction to the Anthropology of Japan</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 358</td>
<td>Anthropology of China</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 490</td>
<td>Undergraduate Seminar</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 940</td>
<td>Seminar-Problems in Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 307</td>
<td>From Tomb to Temple: Ancient Chinese Art and Religion in Transition</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 308</td>
<td>The Tastes of Scholars and Emperors: Chinese Art in the Later Periods</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 372</td>
<td>Arts of Japan</td>
<td>3-4</td>
</tr>
<tr>
<td>ART HIST 375</td>
<td>Later Japanese Painting and Woodblock Prints</td>
<td>3-4</td>
</tr>
<tr>
<td>ART HIST 411</td>
<td>Topics in Asian Art</td>
<td>3-4</td>
</tr>
<tr>
<td>ART HIST 475</td>
<td>Japanese Ceramics and Allied Arts</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST/ RELIG ST 478</td>
<td>Art and Religious Practice in Medieval Japan</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 575</td>
<td>Proseminar in Japanese Art</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 576</td>
<td>Proseminar in Chinese Art</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 875</td>
<td>Seminar in Japanese Art</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 876</td>
<td>Seminar in Chinese Art</td>
<td>3</td>
</tr>
</tbody>
</table>

Asian Languages and Cultures

All upper-level/graduate-level courses on East Asia offered by the Department of Asian Languages and Cultures may be taken as part of the East Asian studies doctoral minor.

Communication Arts

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM ARTS 458</td>
<td>Global Media Cultures</td>
<td>3</td>
</tr>
</tbody>
</table>

Comparative Literature

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMP LIT 775</td>
<td>Literature and Related Disciplines</td>
<td>3</td>
</tr>
</tbody>
</table>

Curriculum and Instruction

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRIC 564</td>
<td>Advanced Problems on the Teaching of World Languages</td>
<td>3</td>
</tr>
</tbody>
</table>

Dance

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DANCE 560</td>
<td>Current Topics in Dance: Workshop</td>
<td>3</td>
</tr>
</tbody>
</table>

East Asian Studies

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>E A STD/S ASIAN 301</td>
<td>Social Studies Topics in East Asian Studies</td>
<td>3</td>
</tr>
<tr>
<td>E A STD 698</td>
<td></td>
<td>1-3</td>
</tr>
<tr>
<td>E A STD 699</td>
<td></td>
<td>2-3</td>
</tr>
</tbody>
</table>

Economics

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 364</td>
<td>Survey of International Economics</td>
<td>4</td>
</tr>
<tr>
<td>ECON 464</td>
<td>International Trade</td>
<td>3</td>
</tr>
<tr>
<td>ECON 467</td>
<td>International Industrial Organizations</td>
<td>3</td>
</tr>
<tr>
<td>ECON 475</td>
<td>Economics of Growth</td>
<td>4</td>
</tr>
</tbody>
</table>

History

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HISTORY 336</td>
<td>Chinese Economic and Business History: From Silk to iPhones</td>
<td>3-4</td>
</tr>
<tr>
<td>HISTORY/ASIAN/ E A STD 337</td>
<td>Social and Intellectual History of China, 589 AD-1919</td>
<td>3-4</td>
</tr>
<tr>
<td>HISTORY/ASIAN/ E A STD 341</td>
<td>History of Modern China, 1800-1949</td>
<td>3-4</td>
</tr>
<tr>
<td>HISTORY/ASIAN/ E A STD 342</td>
<td>History of the Peoples Republic of China, 1949 to the Present</td>
<td>3-4</td>
</tr>
<tr>
<td>HISTORY/ASIAN/ E A STD 454</td>
<td>Samurai: History and Image</td>
<td>3-4</td>
</tr>
</tbody>
</table>
GLOBAL STUDIES, DOCTORAL MINOR

A doctoral minor in global studies will be of interest to doctoral students who plan for careers in public policy, research, and academia, as well as those interested in careers in government, media, and the private and nonprofit sectors. The minor emphasizes systemic approaches to globalization in an interdisciplinary context, thereby distinguishing itself from existing graduate course work in international studies that emphasize specialization in particular areas of the world (e.g., East Asian studies or African studies) or specific aspects of globalization (e.g., global health or global legal studies). The minor is intended to provide doctoral students with an institutional setting to pursue the study of globalization as a complement to their major degree program.

FUNDING

The IRIS Awards Office manages its own funding opportunities (Scott Kloeck-Jenson Fellowships, IRIS Graduate Fieldwork Awards, Incubator...
Grants), coordinates the campus component of a number of external programs (Boren Fellowships, Fulbright US Student Program, Fulbright-Hays DDRA, Luce Scholars Program), coordinates IRIS regional center awards such as the Foreign Language and Area Studies (FLAS) Fellowships, assists students, faculty, and staff in exploring funding options, and much more.

Follow us on Twitter (https://twitter.com/uviris_awards/), and contact Mark Lilleleht, Assistant Director for Awards, with questions at awards@iris.wisc.edu, 608-265-6070.

REQUIREMENTS

The minor in Global Studies is 12 credits total. Students who minor in global studies will be required to take the core Global Studies Graduate Seminar (INTL ST 720 Global Studies Seminar) and related course work. In addition to the 3-credit Global Studies Graduate Seminar, students must take 9 credits from a list of approved courses. Students must take one course from three of the four categories:

1. Global Culture and Humanity
2. Global Commons
3. World Affairs and the Global Economy
4. Human Security and Global Citizenship

Students should consult with an IRIS advisor (https://iris.wisc.edu/advising/advising-schedule/) for course listings within these categories.

LEARNING OUTCOMES

1. Regional expertise: advanced knowledge of the societies and cultures of the region through in-depth understanding of the principal historical, social, political, cultural and scientific forces and conditions that have given rise to the unity and diversity in the region today.
2. Multi-disciplinarity: analyzing contemporary political, economic, and cultural realities in the region from at least two disciplinary perspectives, ideally including humanities, social sciences and sometimes natural science approaches.
3. Depth of knowledge: advanced knowledge of particular facets of life in the region by taking courses on particular sub-regions or countries, by studying a regional language, or by taking at least two courses on the region in one discipline
4. Research and methods: Students must demonstrate the ability to conduct interdisciplinary research that shows knowledge of research methodologies, demonstrates analytical skills, and the ability to articulate and elaborate research findings.

LATIN AMERICAN, CARIBBEAN, AND IBERIAN STUDIES, DOCTORAL MINOR

Candidates for a Ph.D. degree in other departments may obtain this Option A doctoral minor in Latin American, Caribbean, and Iberian Studies. All Ph.D. minor candidates must consult with the program director or associate director at the time they begin their work for the Ph.D. minor. Certification of proficiency in Spanish or Portuguese is required.

REQUIREMENTS

Students take a minimum of 12 credits in graduate courses related to Latin America, the Caribbean, Spain, or Portugal. A list of courses available for LACIS credit is prepared each semester by the program staff. This work is to be done outside the major field of the candidate's doctoral specialization. One course cross-listed with the major may be used for the minor so long as it is not taught by a faculty member from the major department and is not a required course for the major. The LACIS M.A. may be used as a Ph.D. minor, as long as the degree program meets the minor requirements.

PEOPLE

The Latin American, Caribbean, and Iberian Studies (LACIS) teaching staff consists of over 100 faculty (https://lacis.wisc.edu/people/affiliated-faculty/) who teach LACIS language and area content courses. LACIS Steering Committee. (https://lacis.wisc.edu/people/lacis-steering-committee/)

LATIN AMERICAN, CARIBBEAN, AND IBERIAN STUDIES, M.A.

The Latin American, Caribbean, and Iberian Studies (LACIS) Program offers three graduate programs: master of arts, a doctoral minor, and a dual degree in law and Latin American, Caribbean, and Iberian Studies. The mission of the graduate program is to provide an interdisciplinary foundation for the study of Latin America, the Caribbean, Spain, and Portugal. The University of Wisconsin–Madison is nationally recognized for excellence in research and teaching on these regions. The LACIS program includes a core faculty of over 100 members and course offerings in close to 40 disciplines and professional schools, including agricultural and applied economics, anthropology, business, community and environmental sociology, comparative literature, environmental studies, gender and women's studies, geography, history, law, music, political science, sociology, and population health. Languages taught include Quechua, Yucatec Maya, Spanish, and Portuguese.

Many faculty members have received extensive national and international recognition. Faculty research interests include development and labor economics; Andean ethnohistory and ethology; African Diaspora art; conservation of the neotropics; cultural geography; social history of Latin America; democratic consolidation; Brazilian social stratification; comparative social movements; Luso-Brazilian literature and culture; colonial and modern Latin American literature, film, and culture; Spanish literature from the medieval to the modern period; and political economy. UW–Madison also publishes the journal Luso-Brazilian Review.

While the majority of candidates in the program are from the United States, a significant number are from Latin America, the Caribbean, and Iberia. Funding assistance for candidates specializing in Latin America, the Caribbean, and Iberia includes Title VI Foreign Language and Area Studies (FLAS) fellowships. Helen Firstbrook Franklin Fellowship, Advanced Opportunity Fellowship (if applicable), Latin America course (260) teaching assistantships, and the Tinker-Nave Field Grant Program. Please contact the program office for more information on funding opportunities.
Originally established in the 1930s, the program has a long history of university and federal support. Since 1961, LACIS has been recognized as a National Resource Center (NRC) by the US Department of Education, which provides Title VI support for program activities and for FLAS fellowships. The program has a faculty of extraordinary diversity and across-the-board strength. These strengths encompass not only the classic social science and humanities fields, but also the natural and ecological sciences and the agricultural and professional schools. It is unlikely that any one university exceeds the overall range of UW–Madison’s faculty expertise in Latin American, Caribbean, and Iberian studies. The UW–Madison’s general excellence is reflected by its consistent ranking among the top ten graduate universities in the United States.

**DUAL DEGREE PROGRAM**

Candidates interested in earning a dual degree in law and Latin American, Caribbean, and Iberian Studies must apply to both programs and must meet the degree requirements for both programs. Applicants should follow normal procedures for admission to the Graduate School. They may, however, substitute LSAT scores for the GRE. The dual degree program can be completed in seven semesters. Typically, the student begins the LACIS portion of the program in the second year of law school. See the program office for more information on course work. More information can be found on the website (https://lacis.wisc.edu/programs/dual-degree-in-law-and-lacis/).

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 5</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Admission to the master’s program is competitive and requires a strong undergraduate academic background, a clear demonstration of interdisciplinary interests, and a strong statement of purpose illustrating the applicant’s goals. In addition to the online application, applicants must submit to the program: transcript(s) of all undergraduate work, three letters of recommendation, a statement of reasons for graduate study, and a current CV. Applications must be received by January 5 for the fall semester.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

**TINKER NAVE SHORT TERM FIELD RESEARCH GRANTS**

Application Deadline: Applications for summer fieldwork are typically due the first Friday in March.

See website (https://lacis.wisc.edu/funding/for-graduates/) for more details.

**FOREIGN LANGUAGE AND AREA STUDIES GRADUATE FELLOWSHIPS (FLAS), (HEA TITLE VI)**

See website (https://flas.wisc.edu/) for more details.

For further information and assistance about financial aid please visit the Office of Student Financial Aid (https://financialaid.wisc.edu/).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated:</strong> Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend:</strong> Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face:</strong> Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid:</strong> These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
</tbody>
</table>

- **Face to Face:** Yes
- **Evening/Weekend:** No
- **Online:** No
- **Hybrid:** No
- **Accelerated:** No
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum 30 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit Requirement</td>
<td>Minimum 16 credits</td>
</tr>
</tbody>
</table>
| Residence Credit Requirement | Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/).
| Overall | 3.00 GPA required. |
| Graduate GPA Requirement | The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.
| Assessments and Examinations | Candidates are expected to finish the degree in four semesters of full-time study; after four semesters, the student must petition for extension. Time to degree will be customized for students in dual or articulated degree programs. Students must also petition for part-time (fewer than 6 credits per semester) status. |
| Language Requirements | Candidates must obtain certification of basic proficiency in Spanish or Portuguese or offer proof of proficiency. |

REQUIRED COURSES

At least 6 credits of LACIS/A A E/ANTHRO/C&E SOC/GEOG/HISTORY/POLI SCI/PORTUG/SOC/SPANISH 982 Interdepartmental Seminar in the Latin-American Area (or equivalent seminar). Remaining courses are chosen in consultation with the advisor.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

Students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. The student would not be allowed to count courses toward the 50% graduate coursework minimum unless taken at the 700 level or above.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

The program director or associate director will be the formal advisor for all students in the program. In addition, students are expected to work with a faculty advisor to complete a final paper to be defended to a three-member committee.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
LEARNING OUTCOMES

1. Demonstrate an understanding of the principal historical, societal, scientific and humanist concerns that are rooted in the realities of the broader Latin American, Caribbean and Iberian regions. These include but are not limited to: knowledge of pre-colonial indigenous societal organizations; the experience of colonialism; the biodiversity of the region; and the regions tumultuous social, economic and political trajectory and the specific challenges these have posed for the peoples of the regions. In particular, students should demonstrate an understanding of the unique historical trajectory of these regions as the product of the global confluence of various cultural, social, political and economic influences beginning in the late 15th century. This includes not only the especially profound mutual impact of Iberian colonization of the Americas, but also the larger context of European imperial conflict in the Western Hemisphere, the central place of African slavery in the development of the Atlantic economy, and the significant and multifaceted role that the United States has played in shaping Latin America and the Caribbean. Students should recognize how these histories and contemporary realities impact more specific questions, contemporary or historical, and humanist, social scientific or scientific in nature.

2. Within students’ more specific area of interest, they should be able to articulate key theoretical and empirical concerns and identify appropriate theoretical approaches to the problem of interest and identify empirical sources that can help to answer that question or problem.

3. Students should demonstrate proficiency, and preferably advanced language ability, in either Spanish or Portuguese. Additional indigenous language learning, such as Kichwa, Quechua, Quichua and Nahuatl, are also encouraged.

4. Demonstrate the ability to conduct interdisciplinary research that includes a critical literature review; selects appropriate research methodologies; proposes an appropriate research design to collect, analyze, interpret, and present findings; successfully carries out this research plan.

5. Demonstrate the ability to articulate and elaborate their research findings.

6. Recognize and apply principles of ethical and professional conduct. This includes, in particular, an understanding of the ethics of research and professional activities in cross-cultural contexts.

OTHER

LACIS has a J.D./M.A. dual degree. Contact the program for more information.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate an understanding of the principal historical, societal, scientific and humanist concerns that are rooted in the realities of the broader Latin American, Caribbean and Iberian regions. These include but are not limited to: knowledge of pre-colonial indigenous societal organizations; the experience of colonialism; the biodiversity of the region; and the regions tumultuous social, economic and political trajectory and the specific challenges these have posed for the peoples of the regions. In particular, students should demonstrate an understanding of the unique historical trajectory of these regions as the product of the global confluence of various cultural, social, political and economic influences beginning in the late 15th century. This includes not only the especially profound mutual impact of Iberian colonization of the Americas, but also the larger context of European imperial conflict in the Western Hemisphere, the central place of African slavery in the development of the Atlantic economy, and the significant and multifaceted role that the United States has played in shaping Latin America and the Caribbean. Students should recognize how these histories and contemporary realities impact more specific questions, contemporary or historical, and humanist, social scientific or scientific in nature.

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5. Demonstrate the ability to articulate and elaborate their research findings.

6. Recognize and apply principles of ethical and professional conduct. This includes, in particular, an understanding of the ethics of research and professional activities in cross-cultural contexts.

PEOPLE

The Latin American, Caribbean, and Iberian Studies (LACIS) teaching staff consists of more than 100 faculty (https://lacis.wisc.edu/people/affiliated-faculty/) who teach LACIS language and area content courses.

LACIS STEERING COMMITTEE (https://lacis.wisc.edu/people/lacis-steering-committee/)

RUSSIAN, EAST EUROPEAN AND CENTRAL ASIAN STUDIES, DOCTORAL MINOR

REQUIREMENTS

Recognition of interdisciplinary training at the graduate level can be acquired with a REECAS certificate. Doctoral minor requirements in specific fields can also be fulfilled under the REECAS program. The requirements for a doctoral minor under Option A (external minor) may be satisfied by completing 9 credits of graduate courses in Russian, East European and Central Asian studies. These 9 credits must be distributed over at least two departments outside the student’s major department. Students should contact the program office for specific information regarding these requirements. Doctoral students may not earn both the REECAS graduate/professional certificate and the REECAS doctoral minor.

LEARNING OUTCOMES

1. Regional expertise: advanced knowledge of the societies and cultures of the region through in-depth understanding of the principal historical, social, political, cultural and scientific forces and conditions that have given rise to the unity and diversity in the region today.
2. Multi-disciplinarity: analyzing contemporary political, economic, and cultural realities in the region from at least two disciplinary perspectives, ideally including humanities, social sciences and sometimes natural science approaches.

3. Depth of knowledge: advanced knowledge of particular facets of life in the region by taking courses on particular sub-regions or countries, by studying a regional language, or by taking at least two courses on the region in one discipline

4. Research and methods: Students must demonstrate the ability to conduct interdisciplinary research that shows knowledge of research methodologies, demonstrates analytical skills, and the ability to articulate and elaborate research findings.

**LEARNING OUTCOMES**

1. Regional expertise: advanced knowledge of the societies and cultures of the region through in-depth understanding of the principal historical, social, political, cultural and scientific forces and conditions that have given rise to the unity and diversity in the region today.

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4. Research and methods: Students must demonstrate the ability to conduct interdisciplinary research that shows knowledge of research methodologies, demonstrates analytical skills, and the ability to articulate and elaborate research findings.

**PEOPLE**

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on its website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 2</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3 Required</td>
</tr>
</tbody>
</table>

Students entering the master’s program must have a bachelor’s degree from an accredited institution and provide evidence of academic achievement and intellectual ability, including a minimum total grade point average of 3.0 (on a 4.0 scale) and a 3.4 in related area courses, letters of recommendation, and strong scores on the Graduate Record Exam (GRE). There is no minimum admission requirement for language, but students are strongly advised to complete two years of area language study before entering the program.

Applicants for admission to the M.A. degree program in Russian, East European and Central Asian studies must submit an online application. The following materials are required: statement of purpose, Graduate Record Exam (GRE) scores, language questionnaire, and application for university fellowships for incoming students. Speakers of English as a second language must submit Test of English as a Foreign Language (TOEFL), or International English Language Testing System (IELTS) scores as well.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Each year a faculty committee selects a limited number of deserving graduate students (in any field of study) for Foreign Language and Area Studies (FLAS) Fellowships. Applicants must be citizens or permanent residents of the United States and must demonstrate their commitment to the study of a language of Russia, Eastern Europe, or Central Asia, and to related area studies topics. Applications and supporting materials for the FLAS fellowship competition must be submitted by approximately February 15 each year. For more information and an application, see Foreign Language & Area Studies (FLAS) Fellowships (http://flas.wisc.edu/).

Students interested in studying Polish may be eligible to apply for a Michael and Emily Lapinski fellowship (https://gns.wisc.edu/lapinski-scholarship/). The annual deadline is March 1. Please contact the Slavic program for more information.

CREECA also nominates eligible incoming graduate students in its M.A. program for the Advanced Opportunity Fellowship (for targeted students). To be considered for university funding, all application materials must be received by the early January deadline indicated on the CREECA M.A. application form.

A limited number of teaching assistantships and project assistantships may be available in CREECA and in specific departments that offer high-enrollment courses on REECAS. Information about these assistantships can be obtained by writing or calling CREECA and the respective departments. In addition to these opportunities, other fellowships and financial assistance are available outside CREECA. For further information, incoming graduate students should write directly to the appropriate department or organization.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 30 credits
Minimum Residence Credit Requirement 16 credits
Minimum Graduate Coursework Requirement Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/).
Overall Graduate GPA Requirement 3.00 GPA required.
Other Grade Requirements The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.
Assessments and Examinations Contact the program for information on required assessments and examinations.
Language Requirements Contact the program for information on any language requirements.

REQUIRED COURSES

In addition to language classes each term, students will be required to complete a minimum of 22 non-language (area studies) credits from the course list to be distributed as follows:

1. Seven courses in Russian, East European and Central Asian studies at or above the 300 level (21 credits). These courses must be distributed over at least three departments. At least 50% of credits applied toward the graduate degree credit requirement must be with courses designed for graduate work. Courses with the graduate level coursework attribute are identified and searchable in the University’s Course Guide (https://public.my.wisc.edu/portal/f/u124l1s4/p/CourseGuide-Browse-Courses.u124l1n31/detached/render.uP?cM=view&P_action=advancedSearch&P_form-submit=true).
2. At least 6 of these credits (two courses) must be graduate-level seminars (700 through 900 level). REECAS M.A. students are expected to use original language source material in their graduate seminar papers.
3. A 1-credit “Introduction to REECAS” module (SLAVIC 755 Topics in Slavic Literature). The course number of this module varies, depending on the home department of the faculty director of CREECA. Students are required to attend the weekly CREECA lecture series and to write four short essays based on the content of those lectures. Papers are read and evaluated by the CREECA director and associate director.
4. Students may elect to write a master's thesis, but this is not required. This 3-credit, faculty-supervised, independent research course could count toward the required 22 non-language credits, but could not take the place of a required graduate-level seminar. The master's thesis will demonstrate the student's ability to engage in original research in his or her chosen field, including the ability to use original-language material.

Language learning is an integral part of the program, and students will be required to enroll in language courses each term. Students already proficient in their main language will be expected to choose another Slavic or Central Eurasian language for the duration of their program. For degree completion, students must have a minimum of two years of university-level study (or the equivalent) of a regional language with at least three years of study strongly recommended. During the academic year, the program offers Czech, Finnish, Kazak, Persian, Polish, Russian, Bosnian/Croatian/Serbian, and Turkish (Turkish–Azeri).

Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>A A E/ECON/</td>
<td>The Real Estate Process</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST/</td>
<td></td>
<td></td>
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<tr>
<td>URB R PL 306</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A A E/INTL ST 374</td>
<td>The Growth and Development of Nations in the Global Economy</td>
<td>3</td>
</tr>
<tr>
<td>A A E/ECON 474</td>
<td>Economic Problems of Developing Areas</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN/AFRICAN/RELIG ST 370</td>
<td>Islam: Religion and Culture</td>
<td>3-4</td>
</tr>
<tr>
<td>ANTHRO 330</td>
<td>Topics in Ethnology</td>
<td>3-4</td>
</tr>
<tr>
<td>ANTHRO 606</td>
<td>Ethnicity, Nations, and Nationalism</td>
<td>3-4</td>
</tr>
<tr>
<td>ANTHRO 690</td>
<td>Problems in Anthropology</td>
<td>3-4</td>
</tr>
<tr>
<td>ART HIST 310</td>
<td>Icons, Religion, and Empire: Early Christian and Byzantine Art, ca. 200-1453</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 351</td>
<td>20th Century Art in Europe</td>
<td>3-4</td>
</tr>
<tr>
<td>ART HIST 556</td>
<td>Proseminar in 20th Century European Art</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 805</td>
<td>Seminar-Ancient Art and Architecture</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 815</td>
<td>Seminar-Medieval Art</td>
<td>3</td>
</tr>
<tr>
<td>ART HIST 856</td>
<td>Graduate Seminar in Twentieth Century European Art</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 352</td>
<td>Film History to 1960</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 456</td>
<td>Russian and Soviet Film</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 463</td>
<td>Avant-Garde Film</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 958</td>
<td>Seminar in Film History</td>
<td>2-3</td>
</tr>
<tr>
<td>ECON/E A E/ECON/REAL EST/URB R PL 306</td>
<td>The Real Estate Process</td>
<td>3</td>
</tr>
<tr>
<td>ECON 364</td>
<td>Survey of International Economics</td>
<td>3-4</td>
</tr>
</tbody>
</table>

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 390</td>
<td>Contemporary Economic Issues</td>
<td>3</td>
</tr>
<tr>
<td>ECON 467</td>
<td>International Industrial Organizations</td>
<td>3-4</td>
</tr>
<tr>
<td>ECON/A E 474</td>
<td>Economic Problems of Developing Areas</td>
<td>3</td>
</tr>
<tr>
<td>ECON/SOC 663</td>
<td>Population and Society</td>
<td>3</td>
</tr>
<tr>
<td>Folklore</td>
<td>FOLKLORE/ LITTRANS 347 In Translation: Kalevala and Finnish Folk-Lore</td>
<td>3-4</td>
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<td>RELIG ST 352 Shamanism</td>
<td>3</td>
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<td></td>
<td>SCAND ST 443 Sami Culture, Yesterday and Today</td>
<td>4</td>
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<tr>
<td></td>
<td>FOLKLORE/ SLAVIC 444 Slavic and East European Folklore</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>FOLKLORE 460 Folk Epics</td>
<td>3</td>
</tr>
<tr>
<td>Geography</td>
<td>GEOG 318 Introduction to Geopolitics</td>
<td>3</td>
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<tr>
<td></td>
<td>GEOG 353 Russia and the NIS-Topical Analysis</td>
<td>3</td>
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<tr>
<td></td>
<td>GEOG 518 Power, Place, Identity</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>GEOG 918 Seminar in Political Geography</td>
<td>2-3</td>
</tr>
<tr>
<td></td>
<td>GNS 324 Literatures of Central Asia</td>
<td>3</td>
</tr>
<tr>
<td>History</td>
<td>HISTORY/ MEDIEVAL/ RELIG ST 309 The Crusades: Christianity and Islam</td>
<td>3-4</td>
</tr>
<tr>
<td></td>
<td>HISTORY 357 The Second World War</td>
<td>3-4</td>
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<tr>
<td></td>
<td>HISTORY 359 History of Europe Since 1945</td>
<td>3-4</td>
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<tr>
<td></td>
<td>HISTORY 417 History of Russia</td>
<td>3-4</td>
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<tr>
<td></td>
<td>HISTORY 418 History of Russia</td>
<td>3-4</td>
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<tr>
<td></td>
<td>HISTORY 419 History of Soviet Russia</td>
<td>3-4</td>
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<tr>
<td></td>
<td>HISTORY 420 Russian Social and Intellectual History</td>
<td>3-4</td>
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<tr>
<td></td>
<td>HISTORY 424 The Soviet Union and the World, 1917-1991</td>
<td>3-4</td>
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<td></td>
<td>HISTORY 425 History of Poland and the Baltic Area</td>
<td>3-4</td>
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<tr>
<td></td>
<td>HISTORY 434 American Foreign Relations, 1901 to the Present</td>
<td>3-4</td>
</tr>
<tr>
<td></td>
<td>HISTORY/ RELIG ST 439 Islamic History From the Origin of Islam to the Ottoman Empire</td>
<td>3-4</td>
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<tr>
<td></td>
<td>HISTORY 475 European Social History, 1914-Present</td>
<td>3-4</td>
</tr>
<tr>
<td></td>
<td>HISTORY 500 Reading Seminar in History</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HISTORY/CURRIC/ JEWISH 515 Holocaust: History, Memory and Education</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HISTORY/HIST SCI/ MED HIST/ RELIG ST 462 Byzantine Medicine and Pharmacy</td>
<td>3</td>
</tr>
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<td></td>
<td>HISTORY 600 Advanced Seminar in History</td>
<td>3</td>
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<tr>
<td></td>
<td>HISTORY 753 Seminar-Comparative World History</td>
<td>1-3</td>
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<td></td>
<td>HISTORY/FRENCH/ GERMAN/ POLI SCI/ SOC 804 Interdisciplinary Western European Area Studies Seminar</td>
<td>3</td>
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<td>HISTORY 849 Seminar-Tops in History of Imperial Russia, 1649-1917</td>
<td>1-3</td>
</tr>
<tr>
<td></td>
<td>HISTORY 850 Smt-Hist of the Soviet Union &amp; Modern Hist of E Central Europe</td>
<td>1-3</td>
</tr>
<tr>
<td></td>
<td>HISTORY 891 Proseminar in Modern European History</td>
<td>1-3</td>
</tr>
<tr>
<td>International Business</td>
<td>INTL BUS 365 Contemporary Topics</td>
<td>1-3</td>
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<tr>
<td></td>
<td>INTL BUS/ REAL EST 430 International Real Estate</td>
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<td>Journalism and Mass Communication</td>
<td>JOURN 620 International Communication</td>
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<td>JOURN 621 Mass Communication in Developing Nations</td>
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<tr>
<td>Law</td>
<td>LAW 828 International Transactions</td>
<td>2-3</td>
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<tr>
<td></td>
<td>LAW 918 Selected Problems in International Law-Seminar</td>
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<td></td>
<td>LAW 942 European Union Law</td>
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<tr>
<td>Literature in Translation</td>
<td>LITTRANS/ FOLKLORE 347 In Translation: Kalevala and Finnish Folk-Lore</td>
<td>3-4</td>
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<tr>
<td></td>
<td>LITTRANS 455 Modern Serbian and Croatian Literature in Translation</td>
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<td></td>
<td>LITTRANS 473 Polish Literature (in Translation) since 1863</td>
<td>3</td>
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<td>Political Science</td>
<td>POLI SCI 334 Russian Politics</td>
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<td></td>
<td>POLI SCI 340 The European Union: Politics and Political Economy</td>
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<td></td>
<td>POLI SCI 351 Politics of the World Economy</td>
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<td></td>
<td>POLI SCI 401 Selected Topics in Political Science</td>
<td>3-4</td>
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<tr>
<td></td>
<td>POLI SCI 421 The Challenge of Democratization</td>
<td>3-4</td>
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<td></td>
<td>POLI SCI/ INTL ST 439 The Comparative Study of Genocide</td>
<td>3-4</td>
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<td></td>
<td>POLI SCI 534 Socialism and Transitions to the Market</td>
<td>3-4</td>
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<td>POLI SCI 561 Radical Political Theory</td>
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<td></td>
<td>POLI SCI 659 Politics and Society: Contemporary Eastern Europe</td>
<td>3-4</td>
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<td></td>
<td>POLI SCI/FRENCH/ GERMAN/HISTORY/ SOC 804 Interdisciplinary Western European Area Studies Seminar</td>
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<td></td>
<td>POLI SCI 814 Social Identities: Definition and Measurement</td>
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<td>POLI SCI 854 Nationalism and Ethnic Conflict</td>
<td>3</td>
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<td>POLI SCI 948 Seminar; Topics in Comparative Politics</td>
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<td>POLI SCI 949 Seminar-Post Communist Politics</td>
<td>3</td>
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<tr>
<td>Slavic Languages</td>
<td>SLAVIC 302 Zarys historii literatury polskiej</td>
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### SLAVIC Courses

<table>
<thead>
<tr>
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<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>SLAVIC 342</td>
<td>Uvod u srpsku i hrvatsku literaturu</td>
<td>3</td>
</tr>
<tr>
<td>SLAVIC 350</td>
<td>Special Topics in Russian Language, Literature, and Culture</td>
<td>3</td>
</tr>
<tr>
<td>SLAVIC 405</td>
<td>Women in Russian Literature</td>
<td>3-4</td>
</tr>
<tr>
<td>SLAVIC 420</td>
<td>Chekhov</td>
<td>3-4</td>
</tr>
<tr>
<td>SLAVIC 421</td>
<td>Gogol</td>
<td>3-4</td>
</tr>
<tr>
<td>SLAVIC 422</td>
<td>Dostoevsky</td>
<td>3-4</td>
</tr>
<tr>
<td>SLAVIC 424</td>
<td>Tolstoy</td>
<td>3-4</td>
</tr>
<tr>
<td>SLAVIC 433</td>
<td>History of Russian Culture</td>
<td>3</td>
</tr>
<tr>
<td>SLAVIC 434</td>
<td>Contemporary Russian Culture</td>
<td>3</td>
</tr>
<tr>
<td>SLAVIC 440</td>
<td>Soviet Literature</td>
<td>3-4</td>
</tr>
<tr>
<td>SLAVIC 449</td>
<td>Istorija srpske i hrvatske literature</td>
<td>3</td>
</tr>
<tr>
<td>SLAVIC 454</td>
<td>Moderna srpska i hrvatska literatura</td>
<td>3</td>
</tr>
<tr>
<td>SLAVIC 470</td>
<td>Historia literatury polskiej do roku 1863</td>
<td>3</td>
</tr>
<tr>
<td>SLAVIC 472</td>
<td>Historia literatury polskiej po roku 1863</td>
<td>3</td>
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<tr>
<td>SLAVIC/ THEATRE 532</td>
<td>History of Russian Theatre</td>
<td>3</td>
</tr>
<tr>
<td>SLAVIC 701</td>
<td>Survey of Old Russian Literature</td>
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<tr>
<td>SLAVIC 702</td>
<td>Eighteenth-Century Russian Literature</td>
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</tr>
<tr>
<td>SLAVIC 705</td>
<td>Special Topics in Russian Language/Linguistics</td>
<td>3</td>
</tr>
<tr>
<td>SLAVIC 755</td>
<td>Topics in Slavic Literature</td>
<td>1-3</td>
</tr>
<tr>
<td>SLAVIC 801</td>
<td>Slavic Critical Theory and Practice</td>
<td>3</td>
</tr>
<tr>
<td>SLAVIC 802</td>
<td>The Structure of Russian</td>
<td>2</td>
</tr>
<tr>
<td>SLAVIC 803</td>
<td>Introduction to Old Church Slavonic and the History of Russian Literary Language</td>
<td>2</td>
</tr>
<tr>
<td>SLAVIC 804</td>
<td>Methods of Teaching Slavic Languages</td>
<td>2</td>
</tr>
<tr>
<td>SLAVIC 820</td>
<td>College Teaching of Russian</td>
<td>1</td>
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</table>

### Scandinavian Studies

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>SCAND ST/ FOLKLORE 443</td>
<td>Sami Culture, Yesterday and Today</td>
<td>4</td>
</tr>
<tr>
<td>SCAND ST/ MEDIEVAL 444</td>
<td>Kalevala and Finnish Folk-Lore</td>
<td>4</td>
</tr>
</tbody>
</table>

### Sociology

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>SOC 496</td>
<td>Topics in Sociology</td>
<td>1-3</td>
</tr>
<tr>
<td>SOC 621</td>
<td>Class, State and Ideology an Introduction to Marxist Social Science</td>
<td>3</td>
</tr>
<tr>
<td>SOC 633</td>
<td>Social Stratification</td>
<td>3</td>
</tr>
<tr>
<td>SOC/FRENCH/ GERMAN/HISTORY/ POLI SCI 804</td>
<td>Interdisciplinary Western European Area Studies Seminar</td>
<td>3</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 929</td>
<td>Seminar. Class Analysis and Historical Change</td>
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</table>

### Theatre and Drama

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>THEATRE/ SLAVIC 532</td>
<td>History of Russian Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THEATRE 911</td>
<td>Seminar-Problems in Theatre and Drama 1</td>
<td>2-3</td>
</tr>
</tbody>
</table>

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1. When topic is Russia, Eastern Europe, or Central Asia.

### PREFERENCES

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### MAJOR-SPECIFIC POLICIES

#### PRIOR COURSEWORK

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, students are allowed to count no more than 7 credits of coursework numbered 300 or above taken as a UW–Madison undergraduate student. Coursework earned five or more years prior to admission to a Master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

### ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. A committee often accomplishes advising for the students in the early stages of their studies.

### CREDITS PER TERM ALLOWED

15 credits

### TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students...
completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

Accelerated language study available during summer. We encourage qualified US citizens and permanent residents to apply for the Foreign Language and Area Studies (FLAS) fellowship through CREECA. FLAS applications are due on or near February 15 of each year; please check flas.wisc.edu for updates. The application form for FLAS is separate from the application for admission. We regret that other sources of funding, such as teaching assistantships and project assistantships, are limited.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Demonstrate an understanding of the cultural, political, economic, social, and historical factors that have shaped the development of societies in Eurasia, Russia, and East and Central Europe.
2. Articulate, critique, and/or elaborate the theories, research methods, and approaches to inquiry in one or more of the disciplines represented in the interdisciplinary field of Russian, East European, and Central Asian studies (REECAS).
3. Identify sources and assemble evidence pertaining to questions or challenges in REECAS.
4. Demonstrate an understanding of Russian, East European, and Central Asian studies in a historical, social, or global context.
5. Select and utilize appropriate methodologies and practices in one or more of the disciplines represented in the interdisciplinary field of REECAS.
6. Evaluate and synthesize information pertaining to questions or challenges in REECAS and should communicate clearly in written and spoken work in ways appropriate to REECAS.
7. Recognizes and apply principles of ethical and professional conduct in the context of Russian, East European, and Central Asian studies.
8. (Language proficiency) Develop speaking, listening, writing, and reading skills in one or more of the languages of Russia, East and Central Europe, and Central Eurasia, and integrate these skills to communicate in a variety of social and academic situations.

**PEOPLE**


**SOUTHEAST ASIAN STUDIES, DOCTORAL MINOR**

**ADMISSIONS**

The doctoral minor in Southeast Asian studies is offered to students who are enrolled in a doctoral program at the university and are interested in focusing their disciplinary program on Southeast Asia. Students interested in obtaining this minor should first consult with their disciplinary adviser to clarify the type of minor required and then consult with the center’s associate director, who serves as the advisor for the minor in Southeast Asian studies.

**REQUIREMENTS**

The minor requires a minimum of 12 credits in departments outside the student’s major and must be approved in advance by the center director in consultation with a faculty associate of the center.
The M.A. degree in Southeast Asian Studies is an interdisciplinary program designed to meet the unique needs of two broad groups of students: those seeking certification of area expertise en route to a disciplinary doctoral degree and those seeking a terminal M.A. en route to a wide range of careers in Southeast Asia, including employment in business, journalism, and various government and international organizations.

The Center for Southeast Asian Studies administers a formal graduate program in Southeast Asian studies and facilitates interdisciplinary study on Southeast Asia in intercollege, professional, and other degree programs throughout the university. The Southeast Asian studies program provides students with the opportunity to concentrate their study of this dynamic region in several disciplines and professional areas: anthropology, communications (journalism), development, education, economics, environmental studies, geography, history, linguistics, literature, music and dance (performing arts), political science, public health, religion, sociology, and urban and regional planning, as well as natural resources, business, and law, and public policy. Faculty expertise and library holdings are particularly strong for in-depth study of Cambodia, Indonesia, Laos, Philippines, Thailand, and Vietnam. The goal of the program is to provide students with a strong area and language background on Southeast Asia and to prepare them for a range of academic and professional careers.

Language study is a critical component in area studies, and the center encourages students to develop proficiency in at least one Southeast Asian language. During the academic year, instruction is offered through the Department of Asian Languages and Cultures in five Southeast Asian languages: Filipino (Tagalog), Hmong, Indonesian, Thai, and Vietnamese. Each language is offered at two or more levels of instruction, with advanced readings and literature courses available in Indonesian. The center also facilitates participation in the Southeast Asian Studies Summer Institute (SEASSI), which provides instruction during the summers at multiple levels in eight languages of the region: Burmese, Filipino, Hmong, Indonesian/Malaysian, Javanese, Khmer, Lao, Thai, and Vietnamese, and depending on enrollments, Javanese. Though SEASSI is hosted by the center and based in Madison, it is open to students from anywhere. More information is available on the SEASSI website (http://seassi.wisc.edu/).

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
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<th>Requirement</th>
<th>Detail</th>
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<tr>
<td>Fall Deadline</td>
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</tr>
<tr>
<td>Spring Deadline</td>
<td>November 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>April 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>Required.</td>
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</table>

Applicants for admission to the M.A. degree program in Southeast Asian Studies should submit the online application on the Graduate School website. The following materials are required and should be submitted to the center: statement of purpose, official transcripts of all undergraduate and graduate study, three references, and Graduate Record Exam (GRE) scores for U.S. citizens; most international students are also required to submit Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) scores (for recommended test scores, see the Graduate School website).

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

The center offers two graduate-level fellowships each year: Foreign Language and Area Studies (FLAS) fellowships, funded by the U.S. Department of Education (Title VI); and Center Fellowships, funded by the center’s Mellon endowment. Both fellowships provide full tuition and a monthly stipend and are awarded to deserving graduate students (in any discipline) with a strong commitment to the study of Southeast Asia. The center also provides Field Research Grants to be used to support
doctoral dissertation and pre-dissertation research on Southeast Asia. Applicants for FLAS fellowships must be citizens or permanent residents of the U.S. and must apply to study one of the languages offered during the academic year: Filipino, Hmong, Indonesian, Thai, or Vietnamese. Center fellowships are generally awarded by semester and are open to all graduate students committed to the study of Southeast Asia. Field Research Grants can be awarded to graduate students in any field of study. Applications for FLAS, Center Fellowships, and Field Research Grants can be obtained directly from the center’s office (or downloaded from the website) and must be submitted, along with all supporting materials, by the first week of February each year.

The center also nominates eligible incoming graduate students in its M.A. program for two university-wide competitions: Advanced Opportunity Fellowships (for minority students) and University Fellowships (for students with outstanding academic records). In addition to these opportunities, other fellowships and financial assistance are available outside the center.

For further information, incoming graduate students should write directly to the appropriate department and to the Office of Student Financial Aid. For additional information on the fellowships offered by the center, consult the center’s website (http://seassi.wisc.edu/).

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### MAJOR REQUIREMENTS

##### MODE OF INSTRUCTION

<table>
<thead>
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<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
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<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

**Requirements**

- **Minimum Credit Requirement**: 30 credits

**Grade Requirements**

- **Graduate GPA**: 3.00 GPA required.

**Assessments and Examinations**

- **Language**: Contact the program for information on any language requirements.

### REQUIRED COURSES

Graduate students will receive the M.A. by

1. demonstrating a level of proficiency in a Southeast Asian language equivalent to having successfully completed four semesters of that language
2. completing thirty credits of area-content coursework (http://seasia.wisc.edu/home-page/for-students/courses/) (with six of these being graduate seminars)– fifteen in one field of concentration (that is in one department, in two or more related departments, or in an interdisciplinary field approved by the faculty advisor) and fifteen in one or more other fields
3. perform satisfactorily in an oral examination focused on the candidate’s knowledge of Southeast Asia as demonstrated by a research paper approved by the faculty advisor.

**Courses**

Interdisciplinary courses may be taken from many departments. Courses must contain a minimum of 25 percent Southeast Asia content to be counted for all the graduate programs. For a more complete and up-to-date listing of currently available courses, contact the Center for Southeast Asian Studies. Because the instructors and content of many courses may change over time (especially for graduate-level topics courses and seminars), students should consult the Center for Southeast Asian Studies for confirmation on whether a course may count for the M.A. degree, the graduate certificate, or the doctoral minor.

### POLICIES

#### GRADUATE SCHOOL POLICIES

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- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
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- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate knowledge of one or more regions of Southeast Asia, focusing on a research question(s), problem or case study situated within a broader analytic framework and knowledge of the cultures, religions, history, anthropology, geography, economics, literature, and/or languages within scholarship on Southeast Asia.
2. Demonstrate proficiency in reading, speaking, and listening in one or more Southeast Asian languages, at least at the proficiency level of four semesters.
3. Analyze and synthesize information and ideas within the context of interdisciplinary Southeast Asian studies.
4. Understand, respond to, and construct arguments across disciplines relating to the study of Southeast Asia.
5. Apply their knowledge to solutions of intellectual as well as practical problems.
6. Recognize and apply principles of professional and ethical conduct.
7. Conduct academic research using an appropriate range of social scientific and/or humanistic sources, methodologies, and critical theories.
8. Communicate effectively in writing and orally.

FACULTY

Professors Bowie (Anthropology), Coxhead (Agricultural & Applied Economics), Gade (Nelson Institute for Environmental Studies), Hansen (History), A. McCoy (History), Olds (Geography), Sidel (Law), Zhou (Anthropology); Associate Professors Baird (Geography, Director), Choy (Dance/Asian American Studies), Haberkorn (Asian Languages and Cultures), Ho (Curriculum and Instruction/Education), Kim (Anthropology), Nobles (Sociology); Adjunct Associate Professor Kozel (La Follette School of Public Affairs), Faculty Associates Barnard (Asian Languages & Cultures), Cullinan (History/Southeast Asian Studies), Jung (Political Science), M. McCoy (Communication Arts/Southwest Asian Studies); Lecturers Dinh (Asian Languages & Cultures), Lee (Asian Languages & Cultures), Surasin (Asian Languages and Cultures), Suryani (Asian Languages and Cultures), Zamar (Asian Languages & Cultures); Librarian Ashmun (Southeast Asia Collection, Memorial Library)

AFFILIATED FACULTY

Professors Auger, Currie, Fernandez, Gratton, Hawks, Karasov, Lindroth, Marler, Payseur, and Strier
Associate Professors Hittinger, Pool, and Schoville
Assistant Professor Sharp

FRESHWATER AND MARINE SCIENCE, M.S.

The Freshwater and Marine Sciences (FMS) Graduate Program offers curricula leading to the master of science and doctor of philosophy degrees or a doctoral minor in freshwater and marine sciences. Interdisciplinary in nature, each individualized program of study provides graduate training in aquatic sciences and integrates related sciences. Students enrolled in the program are advised by faculty in several departments in the College of Letters & Science, the College of Engineering, the College of Agricultural and Life Sciences, and the School of Veterinary Medicine.

UW–Madison is recognized worldwide as a leader in the field of limnology and aquatic ecology. The FMS Program began in 1962 as the oceanography and limnology program. The program combines research and teaching from several fields and departments to develop a greater understanding of aquatic systems—their origins, inhabitants, phenomena, and impact on human life.

The FMS Program emphasizes limnological studies and is based on the premise that limnology and marine sciences are integrated fields requiring a broad base in the fundamental disciplines. Students may specialize in limnology or in marine sciences, or they may focus on processes common to both environments.

Study plans are individually tailored for each student by a guidance and evaluation committee composed of at least three faculty members including the major professor, another professor from the major field of interest, and a third from another discipline. At least two must be from the limnology and marine sciences faculty, one from the biological sciences, and one from the physical sciences. The committee guides the student in developing study plans, research, and career goals.

FACILITIES

Facilities for freshwater and marine research and instruction in the biological, chemical, and physical areas of limnology and marine sciences are available at UW–Madison through the Center for Limnology, the Water Science & Engineering Laboratory, and the departments of faculty participating in the program. The Center for Limnology also maintains a year-round laboratory at Trout Lake. This facility is a well-equipped biological field station in the Northern Highlands lake district of Wisconsin. Several research vessels are available for research on the Great Lakes. Ships belonging to other institutions are used for oceanographic field research.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).
Requirements | Detail
--- | ---
Fall Deadline | January 1
Spring Deadline | October 1
Summer Deadline | May 1
GRE (Graduate Record Examinations) | Not required.
English Proficiency Test | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).
Other Test(s) (e.g., GMAT, MCAT) | n/a
Letters of Recommendation | 3

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
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</tr>
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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B or above in all courses counting toward degree requirements.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>A formal thesis is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

The degree has a flexible curriculum. Students are required to develop a plan of courses with their advisor. Most students take ATM OCN/BOTANY/CIV ENGR/ENVIR ST/GEOSCI/ZOOLOGY 911 Limnology and Marine Science Seminar and ATM OCN/ENVIR ST/GEOSCI/ZOOLOGY 750 Problems in Oceanography.
Policies

Graduate School Policies
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior Coursework
Graduate Work from Other Institutions
With program approval, students may be allowed to count credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, 7 credits from a UW–Madison undergraduate degree are allowed to count toward the degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, 15 credits taken as a UW–Madison Special Student are allowed toward minimum coursework requirements. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

Probation
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

Advisor / Committee
All incoming students are assigned an advisor. Students are expected to meet with their advisor on a regular basis.

Credits Per Term Allowed
15 credits

Time Constraints
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Grievances and Appeals
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

Other
Graduate students in the FMS Program are typically supported through research assistantships, teaching assistantships, fellowships, and special grants. Students are encouraged to seek outside funding and should talk with prospective faculty members regarding funding options.

Professional Development

Graduate School Resources
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
LEARNING OUTCOMES

1. Articulate, critique, or elaborate the theories, research methods, and approaches to inquiry or practice in the relevant area of freshwater and/or marine sciences.
2. Identify sources and assembles evidence pertaining to questions or challenges in the relevant research field(s).
3. Understand the historical or global context of freshwater and/or marine sciences.
4. Select and/or use appropriate methodologies and practices.
5. Evaluate or synthesize information pertaining to questions or challenges in the students’ area of specialization within the freshwater and marine sciences.
6. Communicate clearly in ways appropriate to the field of study.
7. Recognize and applies principles of ethical conduct.

PEOPLE

FACULTY

McMahon (chair, trina.mcmahon@wisc.edu) (Civil and Environmental Engineering), Anantharaman (Bacteriology), Block (Civil and Environmental Engineering), Booth (Agronomy), Cardiff (Geoscience), Desai (Atmospheric and Oceanic Sciences), Dugan (Integrative Biology), Ginder-Vogel (Civil and Environmental Engineering), Goldberg (Pathobiological Sciences), Gottschalk Druschke (English), Graham (Botany), Hansen (Integrative Biology), Hicks (Civil and Environmental Engineering), Hotchkiss (Botany), Hurley (Civil and Environmental Engineering), Jensen (Integrative Biology), Krysan (Horticulture), Lee (Integrative Biology), Loheide (Civil and Environmental Engineering), Pujara (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering), Stanley (Integrative Biology) Vander Zanden (Integrative Biology), Wilkinson (Integrative Biology), Wright (Civil and Environmental Engineering), Wu (Civil and Environmental Engineering)

FRESHWATER AND MARINE SCIENCE, PH.D.

The Freshwater and Marine Sciences (FMS) Graduate Program offers curricula leading to the master of science and doctor of philosophy degrees or a doctoral minor in freshwater and marine sciences. Interdisciplinary in nature, each individualized program of study provides graduate training in aquatic sciences and integrates related sciences. Students enrolled in the program are advised by faculty in several departments in the College of Letters & Science, the College of Engineering, the College of Agricultural and Life Sciences, and the School of Veterinary Medicine.

UW–Madison is recognized worldwide as a leader in the field of limnology and aquatic ecology. The FMS Program began in 1962 as the oceanography and limnology program. The program combines research and teaching from several fields and departments to develop a greater understanding of aquatic systems—their origins, inhabitants, phenomena, and impact on human life.

The FMS Program emphasizes limnological studies and is based on the premise that limnology and marine sciences are integrated fields requiring a broad base in the fundamental disciplines. Students may specialize in limnology or in marine sciences, or they may focus on processes common to both environments.

Study plans are individually tailored for each student by a guidance and evaluation committee composed of at least five faculty members including the major professor. The committee guides the student in developing study plans, research, and career goals.

All Ph.D. candidates are expected to obtain a broad background in aquatic sciences and depth in their research area. The background may include biology, chemistry, data science, geology, physics, or other related fields. The major, by nature of the program, includes advanced courses in several subdisciplines in freshwater and marine sciences. The minor may be used to obtain tools of research, focus in greater depth on a single discipline within freshwater and marine sciences, or open additional areas related to the field, such as the social sciences.

FACILITIES

Facilities for freshwater and marine research and instruction in the biological, chemical, and physical areas of limnology and marine sciences are available at UW–Madison through the Center for Limnology, the Water Science & Engineering Laboratory, and the departments of faculty participating in the program. The Center for Limnology also maintains a year-round laboratory at Trout Lake. This facility is a well-equipped biological field station in the Northern Highlands lake district of Wisconsin. Several research vessels are available for research on the Great Lakes. Ships belonging to other institutions are used for oceanographic field research.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>
ADMISSIONS
Applicants to the program typically have at least one year of college-level biology, chemistry, physics, and calculus. In addition, applicants should highlight their substantive experiences and career goals in freshwater and marine sciences. Prospective students make direct contact with potential faculty advisors. Admission depends upon finding a match between the skills and interests of the applicant and the needs of a suitable faculty mentor.

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Various types of financial-assistance programs are available to qualified students in the form of research assistantships, teaching assistantships, fellowships, and special grants. Decisions regarding financial support are based on letters of recommendation, grades, Graduate Record Exam (GRE) scores, and, for research assistantships, the matching of interests or experience of the applicant to the research program. For research assistantships, the applicant’s interests and experience must match the needs of the funding project. Students are encouraged to seek outside funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

REQUIREMENTS

CURRICULAR REQUIREMENTS

REQUIRED COURSES

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students may be to count credits of graduate coursework from other institutions. Coursework earned ten years or
more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison Undergraduate
With program approval, 7 credits from a UW-Madison undergraduate degree are allowed to count toward the degree. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison University Special
With program approval, 15 credits taken as a UW-Madison Special Student are allowed toward minimum coursework requirements. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
A semester GPA below 3.000 will result in the student being placed on academic probation. If a semester GPA of 3.000 is not attained during the subsequent semester of enrollment the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE
All incoming students are assigned an advisor. Students are expected to meet with their advisor on a regular basis.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
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OTHER
Graduate students in the FMS Program are typically supported through research assistantships, teaching assistantships, fellowships, and special grants. Students are encouraged to seek outside funding and should talk with prospective faculty members regarding funding options.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Articulate challenges, frontiers, and limits with respect to theory, knowledge or practice within relevant areas of freshwater and marine sciences.
2. Formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the students’ relevant research field(s).
3. Conduct research that makes a substantive contribution.
4. Demonstrate breadth within freshwater and marine sciences.
5. Communicate complex or ambiguous ideas in a clear and understandable manner.
6. Consider the implications of the discipline to broader societal concerns.
7. Foster ethical conduct and professional guidelines.

PEOPLE

FACULTY
McMahon (chair, trina.mcmahon@wisc.edu) (Civil and Environmental Engineering), Anantharaman (Bacteriology), Block (Civil and Environmental Engineering), Booth (Agronomy), Cardiff (Geoscience), Desai (Atmospheric and Oceanic Sciences), Dugan (Integrative Biology), Ginder-Vogel (Civil and Environmental Engineering), Goldberg (Pathobiological Sciences), Gottschalk Druschke (English), Graham (Botany), Hansen (Integrative Biology), Hicks (Civil and Environmental Engineering), Hotchkiss (Botany), Hurley (Civil and Environmental Engineering), Jensen (Integrative Biology), Krysan (Horticulture), Lee (Integrative Biology), Loheide (Civil and Environmental Engineering), Pujara (Civil and Environmental Engineering), Remucal (Civil and Environmental Engineering), Stanley (Integrative Biology)
INTEGRATIVE BIOLOGY, DOCTORAL MINOR

Requirements
Graduate students who wish to pursue an Option A external minor in integrative biology should consult a faculty member within the Department of Integrative Biology (their potential minor professor) or the chair of the integrative biology graduate committee. Courses are selected in conjunction with the chosen faculty member who serves as the minor advisor, and the student’s departmental advisor. A student may earn a doctoral minor in integrative biology with 9 credits minimum in integrative biology or zoology, including a seminar course, while in residence at UW-Madison. All 9 credits are either exclusively graduate-level integrative biology or zoology courses numbered 700 and above or courses numbered 300 and above and identified as designed for graduate work. Directed study courses do not count toward the minor.

PEOPLE

FACULTY
Professors Riters (chair, lvriters@wisc.edu), Bement, Blair, Damschen, Gammie, Halloran, Hardin, Ives, Lee, Newmark, Orrock, Stanley, Turner, and Vander Zanden
Associate Professors Amann, Grinblat, and Jensen
Assistant Professors Drerup, Dugan, Ehrlich, Ragsdale, Sharma, Wang, Weber, and Wilkinson
Adjunct Professor Peckarsky

AFFILIATED FACULTY
Professors Auger, Currie, Fernandez, Gratton, Hawks, Karasov, Lindroth, Marler, Payseur, and Strier
Associate Professors Hittinger, Pool, and Schoville
Assistant Professor Sharp

INTEGRATIVE BIOLOGY, M.S.

The Integrative Biology Graduate Program provides training in the following broad subject areas: cellular and molecular biology, developmental biology, neuroscience, physiology, ecology, evolution, and animal behavior. There is great flexibility in our graduate program to serve the diverse scholarly interests and cultures in the Department of Integrative Biology. Each student’s course of study is tailored to his or her individual interests, career goals, and needs, and we admit students with diverse academic backgrounds. The path taken by a student results from a deliberative process that involves discussions between the student and the student’s advisor and advisory committee.

The Department of Integrative Biology faculty strongly believes that graduate education should be distinguished from undergraduate education in recognition of individuality and emphasis on responsibility in graduate students. This philosophy requires flexibility and is not well served by the imposition of many formal requirements to be met by all students. Rather, more emphasis is placed on the role of advisory committees in devising programs of breadth and depth appropriate for individual students with due regard to areas outside of biology which are important for the student’s effectiveness in their chosen field.

The faculty, students and staff in the Integrative Biology Graduate Program are committed to supporting a diverse, equitable, and inclusive workplace. We believe that each person’s identity, background, ethnicity, race, sexual orientation, beliefs, and other experiences fuel the creativity and innovation that are central to scientific discovery. In our program we also require a diversity statement in your application.

FACILITIES
Facilities and staff are available for advanced study in a wide variety of biological fields including aquatic and terrestrial ecology, conservation biology, cell/molecular/developmental and neurobiology, endocrinology, ethology, genetics, evolution and systematics, comparative physiology, and physiological ecology.

In addition to a broad range of well-equipped laboratories, research facilities include advanced microscopy facilities (http://www.microscopy.wisc.edu/), limnological laboratories on campus (Lake Mendota) and in northern Wisconsin (Trout Lake), the University Arboretum, the Zoological Museum, and a Molecular Systematics Laboratory.

ADMISSIONS
Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<td>September 1</td>
</tr>
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<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
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<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
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<td>Other Test(s) (e.g., GMAT, MCAT)</td>
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<td>Letters of Recommendation Required</td>
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</tbody>
</table>
Given the broad nature of the program, there are no strict prerequisites for admission. Interested applicants should identify and contact potential faculty advisors. Admission to the graduate program is contingent upon being accepted by an individual faculty advisor. Applicants should contact potential faculty advisors by email early in the application process to discuss mutual interests and to determine if the faculty member is actively recruiting graduate students. For a list of all faculty members and their research interests, please see People (https://integrativebiology.wisc.edu/people/) on the department website.

In addition to the Graduate School application, all applicants must electronically submit at least three letters of recommendation, a diversity statement, a personal statement including areas of research interest and the names of prospective faculty advisors, a CV/resume, and unofficial transcripts from all undergraduate and graduate schools attended (official transcripts will be requested upon admission to the program). For more specific instructions regarding application requirements, please see Prospective Students (https://integrativebiology.wisc.edu/graduate-program/prospective-students/) on the department website. The annual admission application deadline is December 1. Most admission decisions will be made, and applicants will be notified, by the end of March.

FUNDING

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

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<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
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<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
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<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
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<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
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CURRICULAR REQUIREMENTS

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<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum Credit Requirement</strong></td>
<td>30 credits</td>
</tr>
<tr>
<td><strong>Minimum Residence Credit Requirement</strong></td>
<td>16 credits</td>
</tr>
<tr>
<td><strong>Minimum Graduate Coursework Requirement</strong></td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td><strong>Overall Graduate GPA Requirement</strong></td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td><strong>Other Grade Requirements</strong></td>
<td>An average record of B or better in all work taken as a graduate student is required by the Department of Integrative Biology (grades of P and S are for this purpose considered to be satisfactory at the B level; grades of Incomplete are considered for this purpose to be unsatisfactory if they are not removed during the following semester of residence).</td>
</tr>
<tr>
<td><strong>Assessments and Examinations</strong></td>
<td>In the second semester of the first year, students must complete the Certification of Candidate for a Master’s Degree. Typically the defense of the master’s degree occurs no later than the end of the student’s sixth semester. A master’s degree warrant must be requested from the department prior to the defense.</td>
</tr>
<tr>
<td><strong>Language Requirements</strong></td>
<td>To be determined by the advisory committee.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

In addition to completing a research project, M.S. students must take courses and seminars to fulfill required research credits. Specific Zoology courses ([http://guide.wisc.edu/courses/zoology/](http://guide.wisc.edu/courses/zoology/)) are approved by the student’s advisor or advisory committee and depend on the student’s research area, interests, and goals. In keeping with the diverse areas of research and training for students in Zoology, students may additionally take courses outside of Zoology that have been identified as graduate-level to meet this requirement.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures ([https://grad.wisc.edu/acadpolicy/](https://grad.wisc.edu/acadpolicy/)) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With committee approval, students are allowed to count no more than 14 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements. Typically committees will choose to cap coursework from another institution at a lower level than 14 credits, but this is a committee decision to be made on a case-by-case basis.

UW–Madison Undergraduate
With committee approval, students are allowed up to 7 credits numbered 300 or above from their UW–Madison undergraduate career to fulfill graduate requirements. Typically committees will choose to cap coursework allowed from undergraduate careers at a lower level than the 7 allowed, but this is a committee decision to be made on a case-by-case basis.

UW–Madison University Special
With committee approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements. Typically committee members will choose to cap the number of coursework taken as a University Special student at a lower level, but this is a committee decision to be made on a case-by-case basis.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor and a committee. To ensure that students are making satisfactory progress toward a degree, every student is required to meet with the advisor and committee annually to review progress. If a progress report has not been filed by April 1, a hold will be placed on student course registration.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
It is expected that a master’s student will complete the thesis or research report by the end of the third academic year. If this is not accomplished by the end of the summer following the third academic year, the major professor must present a written statement to the Director of Graduate Studies that explains why the master’s degree has not been completed and describes plans that the student and the student’s advisory committee have agreed upon to ensure completion, including specific expectations, dates for completion, and consequences should expectations not be met. Continuation in the program beyond four years will be at the discretion of the mentor and advisory committee. Five years is the outside limit by which a student must complete the master’s degree.

It is up to the student’s committee to determine whether or not a student who has been absent for five or more consecutive years will lose the credits earned before the absence; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
There is great flexibility in our graduate program to serve the diverse scholarly interests and cultures in the Department of Integrative Biology. The path taken by a student results from a deliberative process that involves discussions between the student and the student’s advisor and advisory committee. The department’s policy is to only accept students that can be financially supported by teaching assistantships, research assistantships, and/or fellowships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
DEPARTMENT RESOURCES

A goal for our graduate program is to provide students in Integrative Biology with diverse training that will prepare them for a range of flexible and sustainable careers (e.g., academia, industry, government, science policy and administration, science commerce, science writing, law, and science education and outreach at all levels). In consultation with the student’s advisor and advisory committee, students can engage in professional development, teaching training (e.g., through the Delta program), internships in industry, science writing, and/or policy, and some earn master’s degrees in areas that complement their studies in Integrative Biology (e.g., biostatistics, biotechnology).

LEARNING OUTCOMES

1. Knowledge: Master fundamental skills in at least one of the broad subject areas represented in the Department of Integrative Biology.
2. Research: Students will complete an original research project in one of the broad subject areas represented in the Department of Integrative Biology.
3. Communication: Effectively communicate in writing and orally.
4. Ethical Conduct: Students will have an understanding of professional and ethical responsibility.
5. Career Preparation: Students will be provided with diverse training that will prepare them for a range of flexible and sustainable careers (e.g., academia, industry, government, science policy and administration, science commerce, science writing, law, and science education and outreach at all levels).

PEOPLE

FACULTY
Professors Ritters (chair, lriters@wisc.edu), Bement, Blair, Damschen, Gammie, Halloran, Hardin, Ives, Lee, Newmark, Orrock, Stanley, Turner, and Vander Zanden

Associate Professors Amann, Grinblat, and Jensen

Assistant Professors Drerup, Dugan, Ehrlich, Ragsdale, Sharma, Wang, Weber, and Wilkinson

Adjunct Professor Peckarsky

AFFILIATED FACULTY
Professors Auger, Currie, Fernandez, Gratton, Hawks, Karasov, Lindroth, Marler, Payseur, and Strier

Associate Professors Hittinger, Pool, and Schoville

Assistant Professor Sharp

INTEGRATIVE BIOLOGY, PH.D.

The Integrative Biology Graduate Program provides training in the following broad subject areas: cellular and molecular biology, developmental biology, neuroscience, physiology, ecology, evolution, and animal behavior. There is great flexibility in our graduate program to serve the diverse scholarly interests and cultures in the Department of Integrative Biology. Each student’s course of study is tailored to his or her individual interests, career goals, and needs, and we admit students with diverse academic backgrounds. The path taken by a student results from a deliberative process that involves discussions between the student and the student’s advisor and advisory committee.

The Department of Integrative Biology faculty strongly believes that graduate education should be distinguished from undergraduate education in recognition of individuality and emphasis on responsibility in graduate students. This philosophy requires flexibility and is not well served by the imposition of many formal requirements to be met by all students. Rather, more emphasis is placed on the role of advisory committees in devising programs of breadth and depth appropriate for individual students with due regard to areas outside of biology which are important for the student’s effectiveness in their chosen field.

The faculty, students and staff in the Integrative Biology Graduate Program are committed to supporting a diverse, equitable, and inclusive workplace. We believe that each person’s identity, background, ethnicity, race, sexual orientation, beliefs, and other experiences fuel the creativity and innovation that are central to scientific discovery. In our program we also require a diversity statement in your application.

JOINT DEGREE

Doctoral students may elect a joint degree (two programs) which combines zoology with another biological program. The requirements for such candidates will be determined by the certification committee (which includes members of both programs) in accordance with regulations established by the Graduate School.

FACILITIES

Facilities and staff are available for advanced study in a wide variety of biological fields including aquatic and terrestrial ecology, conservation biology, cell/molecular/developmental and neurobiology, endocrinology, ethology, genetics, evolution and systematics, comparative physiology, and physiological ecology.

In addition to a broad range of well-equipped laboratories, research facilities include advanced microscopy facilities (http://www.microscopy.wisc.edu/), limnological laboratories on campus (Lake Mendota) and in northern Wisconsin (Trout Lake), the University Arboretum, the Zoological Museum, and a Molecular Systematics Laboratory.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>September 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
</tbody>
</table>
Given the broad nature of the program, there are no strict prerequisites for admission. Interested applicants should identify and contact potential faculty advisors. Admission to the graduate program is contingent upon being accepted by an individual faculty advisor. Applicants should contact potential faculty advisors by email early in the application process to discuss mutual interests and to determine if the faculty member is actively recruiting graduate students. For a list of all faculty members and their research interests, please see People (https://integrativebiology.wisc.edu/people/) on the department website.

In addition to the Graduate School application, all applicants must electronically submit at least three letters of recommendation, a diversity statement, a personal statement including areas of research interest and the names of prospective faculty advisors, a CV/resume, and unofficial transcripts from all undergraduate and graduate schools attended (official transcripts will be requested upon admission to the program). For more specific instructions regarding application requirements, please see Prospective Students (https://integrativebiology.wisc.edu/graduate-program/prospective-students/) on the department website. The annual admission application deadline is December 1. Most admission decisions will be made, and applicants will be notified, by the end of March.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Application fee waivers are available to qualified students through the graduate school and can often be made available by the professors in the department. Financial support is available to qualified graduate students in the form of teaching assistantships, research assistantships, and fellowships.

Graduate students who have a teaching or research assistantship of at least a 33.3% appointment (approximately 13.3 hours per week) during the fall or spring semester are eligible to receive remission of full tuition. Fellowships that are payrolled through the university and that carry stipends equivalent to at least a 33.3% research assistantship also qualify for remission of non-resident tuition. Tuition remission is conditionally awarded at the start of the semester based on the expectation that actual earnings during the semester will be at least 33.3% of the full-time rate.

All students pay segregated fees. The only exception is that fellowships paid through the Graduate School have segregated fees waived in addition to tuition. Segregated fees are approximately $630/semester and are used for campus overhead to help pay for the exercise facilities, student unions, student organization funding, etc.

Assistantships and fellowships also provide eligibility for an excellent health insurance program, an extremely valuable benefit that provides single or family coverage that is more comprehensive than individuals can usually purchase on their own. Additionally, assistantships and fellowships provide a stipend for living expenses.

**TEACHING ASSISTANTSHIPS**

The most common source of support is a teaching assistantship. To receive a teaching assistantship, candidates for admission must meet the following requirements:

- evidence (usually from the undergraduate transcript) of an appropriate background in the relevant subject matter of the course(s) to which appointment is being considered;
- evidence (usually from letters of recommendation or verbal communication) of the candidate’s potential as a teaching assistant;
- an undergraduate GPA of 3.0 or above (on a 4.0 scale); and
- for students whose native language is not English, evidence of competence in spoken English through the SPEAK test that is administered by UW–Madison. International applicants should note that a TA appointment is not normally possible during the first year of graduate study.

Current students who apply for their first teaching assistantship are also subject to the above criteria, as well as their performance as a graduate student. Reappointment as a teaching assistant depends upon satisfactory progress as a graduate student, satisfactory performance as a teaching assistant, and completing the Equity/Diversity TA Training.

Teaching assistants may be eligible for UW–Madison teaching awards (https://grad.wisc.edu/taawards/), including the Early Excellence in Teaching Award, Exceptional Service Award, Innovation in Teaching Award, Capstone Ph.D. Teaching Award, and the College of Letters & Science Teaching Fellow Award.

**RESEARCH ASSISTANTSHIPS**

Research assistantships are made possible by grants awarded to faculty for particular research programs. Recipients are selected by the individual professor concerned, and the student’s interests and experience must match the needs of the funding project. Availability of research assistantships varies.

**ADVANCED OPPORTUNITY FELLOWSHIPS**

Advanced Opportunity Fellowships (AOF) are granted to the UW–Madison Graduate School by the State of Wisconsin and are combined with other graduate education funds to support the recruitment and retention of highly qualified underrepresented students in UW–Madison graduate programs. Fellowships are competitive and merit-based. AOF funding is intended to increase the racial and ethnic diversity of the graduate student population, as well as to support economically disadvantaged and first generation college students. AOF fellowships are paid through the Graduate School by the College of Letters & Science's Community
of Graduate Research Scholars (http://ls.wisc.edu/current-students/graduate-students/cgrs/) (CGRS) program.

EXTERNAL FELLOWSHIPS
Fellowships from professional societies and outside agencies provide additional resources for graduate students. Students are urged to apply to the National Science Foundation (NSF) Graduate Research Fellowship Program (GRFP). Students apply directly to NSF; the closing date is usually in early November. Please check the NSF (http://www.nsf.gov/) website for the application instructions and deadline.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face-to-Face</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Online</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Hybrid</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Accelerated</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Required Courses

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>51</td>
</tr>
<tr>
<td>Residence</td>
<td>32</td>
</tr>
</tbody>
</table>

Other Grade Requirements

An average record of B or better in all work taken as a graduate student is required by the Department of Integrative Biology (grades of P and S are for this purpose considered to be satisfactory at the B level; grades of Incomplete are considered for this purpose to be unsatisfactory if they are not removed during the following semester of residence).

Assessments and Examinations

In the second semester of the first year, students must complete the Certification of Candidate for a Ph.D. Degree. By the end of the fourth semester, students must complete the qualifying examination and return the signed qualifying examination form to the department.

The preliminary examination (defense of research project) should be completed and the prelim warrant submitted by the end of the sixth semester. Note that in addition to passing the prelim exam, students must have completed 32 credits, clear all Incomplete or Progress grades in nonresearch courses, complete all minor requirements and earn at least a cumulative 3.000 GPA in order to be granted dissertator status. The preliminary defense warrant must be requested from the department.

Defense of the Ph.D. usually occurs after the tenth semester. A final defense warrant must be requested from the department.

Language Requirements

To be determined by the advisory committee.

Doctoral Minor/ Breadth Requirements

All doctoral students are required to complete a minor.

REQUIRED COURSES

Ph.D. students must take courses and seminars to fulfill required research credits. Specific Zoology courses (http://guide.wisc.edu/courses/zoology/) are approved by the student’s advisor or advisory committee and depend on the student’s research area, interests, and goals. In keeping with the diverse areas of research and training for students in Zoology, students may additionally take any courses outside of Zoology that have been identified as graduate-level to meet this requirement.

All students are required to serve as a teaching assistant for a minimum of one semester. All students must hold a departmental seminar in which they present their graduate research.
GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With committee approval, students are allowed to count no more than 19 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements. Typically committees will choose to cap coursework from another institution at a lower level than 19 credits, but this is a committee decision to be made on a case-by-case basis.

UW–Madison Undergraduate

With committee approval, students are allowed up to 7 credits numbered 300 or above from their UW–Madison undergraduate career to fulfill graduate requirements. Typically committees will choose to cap coursework allowed from undergraduate careers at a lower level than the 7 allowed, but this is a committee decision to be made on a case-by-case basis.

UW–Madison University Special

With committee approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements. Typically committee members will choose to cap the number of coursework taken as a University Special student at a lower level, but this is a committee decision to be made on a case-by-case basis.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor and a committee. To ensure that students are making satisfactory progress toward a degree, every student is required to meet with the advisor and committee annually to review progress. If a progress report has not been filed by April 1, a hold will be placed on student course registration.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

It is expected that a Ph.D. student will defend the dissertation by the end of the fifth academic year. If this is not accomplished by the end of the summer following the sixth academic year, the student’s mentor must present a written statement to the Director of Graduate Studies that explains why the Ph.D. has not been completed and describes plans that the student and the student’s advisory committee have agreed upon to ensure completion, including specific expectations, dates for completion, and consequences should expectations not be met. Continuation in the program beyond eight years will be at the discretion of the mentor and advisory committee. Ten years is the outside limit by which a student must complete the Ph.D. degree.

It is up to the student’s committee to determine whether or not a student who has been absent for five or more consecutive years will lose the credit earned before the absence; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
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- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
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- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

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There is great flexibility in our graduate program to serve the diverse scholarly interests and cultures in the Department of Integrative Biology. The path taken by a student results from a deliberative process that involves discussions between the student and the student’s advisor and advisory committee. The department’s policy is to only accept students that can be financially supported by teaching assistantships, research assistantships, and/or fellowships.
PROFESSIONAL DEVELOPMENT

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DEPARTMENT RESOURCES
A goal for our graduate program is to provide students in Integrative Biology with diverse training that will prepare them for a range of flexible and sustainable careers (e.g., academia, industry, government, science policy and administration, science commerce, writing, law, and science education and outreach at all levels). In consultation with the student's advisor and advisory committee, students can engage in professional development, teaching training (e.g., through the Delta program), internships in industry, science writing, and/or policy, and some earn master's degrees in areas that complement their studies in Integrative Biology (e.g., biostatistics, biotechnology).

LEARNING OUTCOMES
1. Knowledge: Demonstrate academic mastery in at least one of the broad subject areas represented in the Department of Integrative Biology.
2. Research: Students will develop and complete original research that advances a specific field of study within one of the broad subject areas represented in the Department of Integrative Biology.
3. Communication: Effectively communicate to diverse audiences in writing, through oral presentations, and discussions.
4. Teaching: Effectively teach topics or research methods in Cellular and Molecular Biology; Developmental Biology; Neuroscience; Physiology; Ecology; Evolution; or Animal Behavior.
5. Ethical Conduct: Students will have an understanding of professional and ethical responsibility.
6. Career Preparation: Students will be provided with diverse training that will prepare them for a range of flexible and sustainable careers (e.g., academia, industry, government, science policy and administration, science commerce, science writing, law, and science education and outreach at all levels).

AFFILIATED FACULTY
Professors Auger, Currie, Fernandez, Gratton, Hawks, Karasov, Lindroth, Marler, Payseur, and Strier
Associate Professors Hittinger, Pool, and Schoville
Assistant Professor Sharp

JOURNALISM AND MASS COMMUNICATION

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES
- Journalism and Mass Communication, M.A. (p. 1121)
- Mass Communications, Doctoral Minor (p. 1126)
- Mass Communications, Ph.D. (p. 1126)

PEOPLE

Faculty: Professors Downey, Friedland, Kim, McLeod, Riddle, Robinson, Rojas, D. Shah, H. Shah, Wagner; Associate Professors Culver, Graves, Palmer, Assistant Professors Cascio, Christy, McGarr, Yang; Faculty Associates Forster, Hastings, Hermann, Long, Pierce, Schwoch

JOURNALISM AND MASS COMMUNICATION, M.A.

Three available tracks:
1. Professional-track master's focused on specialized training in multimedia skills that lead to careers in mass media industries.
2. Thesis-track master's focused on developing skills in mass communication research and typically leading to enrollment in a doctoral program.
3. Non-thesis master's for students interested in basic concepts and theories in journalism and mass communication studies but not in advanced doctoral-level training.

Graduate programs in journalism and mass communication are designed for advanced academic preparation in the various fields of mass communication and journalism, and for training in research and teaching. The School of Journalism and Mass Communication offers three paths for the master of arts: professional-track M.A. (30 credits in multi-media communication and topic specialization); thesis-track M.A. (30 credits in theory and methods plus thesis); and non-thesis M.A. (30 credits with tight focus on journalism and mass communication concepts).

The school is a recognized leader in teaching and research in a variety of topics including the process and effects of mass communication; communication campaigns; community and social movements; consumer and popular culture; health and science communication; history of mass communication; international communication; media accountability and criticism; media law and policy; new media technology; political communication and public opinion; and race,
gender and mass communication. Graduate work prepares students to use and contribute to the research and scholarship in these and many other areas. Identifying important questions, gathering evidence, and understanding standards of inference are dominant features of all graduate degree programs.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**FACILITIES**

The Center for Journalism Ethics (https://ethics.journalism.wisc.edu/) advances the ethical standards and practices of democratic journalism through discussion, research, teaching, professional outreach, and newsroom partnerships. Students, faculty, leading journalists and members of the public participate in conferences, workshops, and publications. The center tracks and analyzes ethical issues for all media platforms on its website. The center contributes to the teaching of ethics in the school’s curriculum. Students have the opportunity to write for the center’s website, cover conferences, and contribute to research.

The Mass Communication Research Center (https://mcrc.journalism.wisc.edu/) is an interdisciplinary research facility that conducts research into all phases of communication and provides a common meeting ground for scholars with an interest in communication behavior. It also provides an opportunity for graduate students to participate in research programs and to initiate and conduct their own thesis projects.

The Center for Communication and Democracy (https://ccd.journalism.wisc.edu/) is a research and action project at UW–Madison. The goals of the center are to study how citizens can use new communications technologies to advance democratic discussion and civic participation; to explore the relationships between geographic communities and the emerging world of cyberspace; to explore the structural relations among communications and information markets, the civic sector, and government to find relationships necessary to build and sustain a public sphere in communication that is not dominated by the market, while sustaining economic growth and technological innovation; and to ask what government policies are most appropriate for combining the vibrancy of the market with the common needs of citizens in the sphere of communication.

The Mass Communication History Center, a part of the Wisconsin Historical Society, provides scholars access to private collections, papers, and various types of unpublished materials relating to the growth of mass communication in the United States and other parts of the world. The Wisconsin Historical Society also has a large collection of bound and microfilm files of American and foreign newspapers.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

To apply for the master’s, students must have a four-year bachelor’s degree, an undergraduate GPA of 3.0 (on a 4.0 scale), and completed Graduate Record Exam (GRE). Three letters of recommendation are required of all applicants. GRE scores (verbal, quantitative, and analytical writing tests) are required for U.S. students and international students. International students are also required to take the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) exam. Test scores must be furnished to the school before the application is considered complete.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Graduate students are eligible for a range of financial support, including teaching assistantships, project assistantships, research assistantships and dissertation scholarships. All applicants (both domestic and international) who are admitted for graduate studies are automatically considered for support. No separate application is required. However, because resources are limited and the number of qualified applicants exceeds the amount of available funds, only a subset of admitted students is guaranteed financial support.

The most common form of financial support for graduate students is teaching assistantships, which are allocated on a long-term guaranteed basis or a short-term yearly basis with no presumption of support the following academic year. Professional track students are considered for scholarships that cover the costs of tuition and most fees. For more information, visit our website (https://journalism.wisc.edu/graduate/financial-aid/).
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement

Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement

3.25 GPA required.

Other Grade Requirements

Students must earn a B or above in all core curriculum coursework.

Assessments and Examinations

M.A. thesis track requires a formal thesis and defense; the Professional M.A. track requires a portfolio presentation.

Language Requirements

No language requirements.

REQUIRED COURSES

The program must include:

- Two 800- or 900-level courses (minimum) in Journalism and Mass Communication (http://guide.wisc.edu/courses/journ/)
- Twelve graduate credits (minimum) in Journalism and Mass Communication (http://guide.wisc.edu/courses/journ/)
- Six graduate credits (minimum) outside of Journalism and Mass Communication (http://guide.wisc.edu/courses/journ/)

Courses are selected with consideration of the student’s specialty in consultation with their advisor.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, up to 7 credits numbered 300 or 400 and advanced courses at the 500 and 600 level that assess graduate students separately from undergraduate students from a UW–Madison undergraduate degree are allowed to count toward the degree.

Courses that qualify toward “Prior Coursework - UW–Madison Undergraduate” policy

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>JOURN 335</td>
<td>Principles and Practices of Reporting</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 345</td>
<td>Principles and Practice of Strategic Communication</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 401</td>
<td>In-Depth Reporting</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 404</td>
<td>Interpretation of Contemporary Affairs</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 405</td>
<td>Creative Nonfiction</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 411</td>
<td>Multimedia Design</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 417</td>
<td>Magazine Publishing</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 420</td>
<td>Investigative Reporting</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 425</td>
<td>Video Journalism</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 426</td>
<td>Community-Based Reporting</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 445</td>
<td>Creative Campaign Messages</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 447</td>
<td>Strategic Media Planning</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 449</td>
<td>Account Planning and Strategy</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 453</td>
<td>Strategic Media Relations</td>
<td>4</td>
</tr>
<tr>
<td>Code</td>
<td>Title</td>
<td>Credits</td>
</tr>
<tr>
<td>----------</td>
<td>-----------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>JOURN 463</td>
<td>Digital Media Strategies</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 464</td>
<td>Public Relations Strategies</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 470</td>
<td>Strategic Communication Campaigns Capstone</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 475</td>
<td>Special Topics in Advanced Concepts and Skills</td>
<td>1-4</td>
</tr>
<tr>
<td>JOURN/HISTORY 560</td>
<td>History of U.S. Media</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 561</td>
<td>Mass Communication and Society</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 563</td>
<td>Law of Mass Communication</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 564</td>
<td>Media and the Consumer</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 565</td>
<td>Effects of Mass Communication</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 566</td>
<td>Communication and Public Opinion</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 601</td>
<td>Colloquium in Professional Communication Careers</td>
<td>1</td>
</tr>
<tr>
<td>JOURN/COM ARTS/HDFS 616</td>
<td>Mass Media and Youth</td>
<td>3</td>
</tr>
<tr>
<td>JOURN/COM ARTS/LSC 617</td>
<td>Health Communication in the Information Age</td>
<td>3</td>
</tr>
<tr>
<td>JOURN 618</td>
<td>Mass Communication and Political Behavior</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 620</td>
<td>International Communication</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 621</td>
<td>Mass Communication in Developing Nations</td>
<td>4</td>
</tr>
<tr>
<td>JOURN/ART HIST/HISTORY/LIS 650</td>
<td>History of Books and Print Culture in Europe and North America</td>
<td>3</td>
</tr>
<tr>
<td>JOURN 658</td>
<td>Communication Research Methods</td>
<td>4</td>
</tr>
<tr>
<td>JOURN/ASIAN AM 662</td>
<td>Mass Media and Minorities</td>
<td>4</td>
</tr>
<tr>
<td>JOURN 664</td>
<td>Social Networks in Communication</td>
<td>3</td>
</tr>
<tr>
<td>JOURN 669</td>
<td>Literary Aspects of Journalism</td>
<td>3</td>
</tr>
<tr>
<td>JOURN 670</td>
<td>Community Service Learning: Technology for Social Change</td>
<td>3</td>
</tr>
<tr>
<td>JOURN 675</td>
<td>Topics in Government and Mass Media</td>
<td>3</td>
</tr>
<tr>
<td>JOURN 676</td>
<td>Special Topics in Mass Communication</td>
<td>1-4</td>
</tr>
<tr>
<td>JOURN/LIS 677</td>
<td>Concepts and Tools for Data Analysis and Visualization</td>
<td>3</td>
</tr>
<tr>
<td>JOURN 678</td>
<td>Legal &amp; Ethical Dimensions of Emerging Media</td>
<td>3</td>
</tr>
<tr>
<td>JOURN 699</td>
<td>Directed Study</td>
<td>1-6</td>
</tr>
</tbody>
</table>

Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count up to 15 credits of coursework taken as a UW–Madison Special student. This includes courses numbered 300 or 400 and advanced courses at the 500 and 600 level which are identified with the Graduate Level Coursework attribute in the University's Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/).
Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

**ADVISOR / COMMITTEE**

M.A. thesis track students are required to have a thesis committee of three faculty members.

M.A. professional track students are required to have one faculty advisor.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- • Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- • Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- • Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- • Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- • Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- • Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

M.A. Students are eligible to receive scholarships and graduate assistantships and will be considered for financial assistance as part of the admission process.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PROGRAM RESOURCES**

**Research Track**

We offer two research colloquia (JOUR/LSC 901 and LSC 700) during the academic year where faculty share their research findings and methods and engage students in lively conversations about how to conduct research. We offer a teaching colloquium (JOUR 902) that explores pedagogical principles and applications that prepares students for teaching careers. Teaching assistantships provide hands-on training.

Within our research groups and centers, graduate students work side by side with faculty and with each other, allowing the senior students to mentor younger students and for faculty to mentor students who are not their advisees. Our graduate students organize and host an annual day-long conference where they present their research in a series of panels, and they present their research at conferences around the world.

We offer a series of professional development workshops for graduate students with faculty and alumni panelists. The topics include: navigating the academic job market, exploring the non-academic job market, turning a paper into a presentation and how to find funding for research.

**Professional Track**

Professional track students attend quarterly meetings with industry professionals to learn about a variety of jobs and build their networks.
Required internships allow students to gain real-world experience while in the program and to build their portfolio. Students work with the career advisor and attend the employer presentations and mock interview sessions. Students attend at least one professional conference during their time in the program.

**LEARNING OUTCOMES**

1. Attain mastery in an area of the mass communication field. This encompasses an ability to articulate, critique, or elaborate theories, research methods, and approaches to inquiry in the chosen field of study. (Research)
2. Identify sources and assemble evidence pertaining to questions or challenges in the field of communication. (Research)
3. Demonstrate understanding of the primary field of study in a historical, social, psychological, cultural or global context. (Research)
4. Select and/or utilize the most appropriate methodologies and practices. (Research)
5. Evaluate or synthesize information pertaining to questions or challenges in the field of communication. (Research)
6. Develop professional communication skills related to gathering, assessing, compiling and disseminating information, by selecting and/or utilizing the most appropriate methodologies and practices and the evaluation and synthesis of information. (Professional)
7. Demonstrate understanding of the journalism field of study. (Professional)
8. Select and/or utilize the most appropriate professional journalistic practices. (Professional)
9. Evaluate or synthesize information pertaining to questions or challenges in their field of journalistic specialization. (Professional)
10. Attain mastery in an area of the mass communication field. This encompasses an ability to articulate, critique, or elaborate theories and approaches to inquiry in the chosen field of study. (Non-Thesis)
11. Develop in-depth and specialized expertise in a topic of interest. In doing so students will be able to identify sources of information and assemble evidence pertaining to questions in that area. (Non-Thesis)
12. Demonstrate understanding of the primary field of study. (Non-Thesis)
13. Select and/or utilize the most appropriate professional practices. (Non-Thesis)
14. Evaluate or synthesize information pertaining to questions or challenges in their field of specialization. (Non-Thesis)
15. Communicate clearly in ways appropriate to the field of study. (Research)
16. Communicate clearly in ways appropriate to journalism practice. (Professional)
17. Communicate clearly in ways appropriate to the field of study. (Non-Thesis)

**PEOPLE**

**Faculty:** Professors Downey, Friedland, Kim, McLeod, Riddle, Robinson, Rojas, D. Shah, H. Shah, Wagner; Associate Professors Culver, Graves, Palmer; Assistant Professors Cascio, Christy, McGarr, Yang; Faculty Associates Forster, Hastings, Hermann, Long, Pierce, Schwoch

**MASS COMMUNICATIONS, DOCTORAL MINOR**

A candidate for a doctoral degree in another area may earn a doctoral minor in Mass Communications in the School of Journalism and Mass Communication. Typically, the student will write a dissertation combining research in the major and minor fields. This minor is open to any doctoral students who seek to complement their main area of research with a thorough understanding of communication dynamics and how these dynamics affect society.

**ADMISSIONS**

Contact Lisa Aarli, graduate advisor, aarli@wisc.edu.

**REQUIREMENTS**

A minor in mass communications consists of at least 10 graduate credits in the School of Journalism and Mass Communication seminars and colloquia.

**MASS COMMUNICATIONS, PH.D.**

The Ph.D. degree in mass communications is an interdisciplinary program offered jointly by the Department of Life Sciences Communication and the School of Journalism and Mass Communication.

The program offers several internationally recognized areas of research and teaching excellence:

- civic and political communication
- health and environmental communications
- history of media institutions
- information technologies
- social networking and digital media
- processes and effects of mediated communication
- law and ethics of media
- international and inter-cultural communication
- public opinion
- science and risk communication
- social marketing
- journalism studies
- media ecologies
- race and media

Working closely with their major professor and committee, students draw from courses offered in departments across the campus to develop a plan of study in preparation for independent and original research in their areas of interest.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.
Graduate admissions is a two-step process between academic programs and
the Graduate School. Applicants must meet the minimum requirements (https://
grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).
Once you have researched the graduate program(s) you are interested in, apply online
(https://grad.wisc.edu/apply/).

## REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree
requirements (p. 13), in addition to the program requirements listed
below.

### MAJOR REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions:

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time
to completion. Students are able to complete a program with minimal disruptions to
careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or
on weekends to accommodate typical business schedules. Students have the
advantages of face-to-face courses with the flexibility to keep work and other life
commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact
the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an
on-campus orientation or residency experience, but the courses will be facilitated in an
online format.

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>65 credits</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum Residence</td>
<td>32 credits</td>
</tr>
<tr>
<td>Credit Requirement</td>
<td></td>
</tr>
</tbody>
</table>
| Minimum Graduate      | At least 50% of the required coursework (33 of 65 credits)
| Coursework Requirement| must be in graduate-level coursework; courses with the
|                        | Graduate Level Coursework attribute are identified
|                        | and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle). |

Overall Graduate GPA

3.50 GPA required.

Other Grade Requirements

Courses in which the student earns a grade below B do not count toward the 65 credit minimum, but they do count in the cumulative GPA.

Assessments and Examinations

Doctoral students must pass preliminary exams once coursework is completed.

Language Requirements

No language requirements.

## FUNDING

### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

Prospective students should see the program website (https://masscommphd.wisc.edu/funding/) for funding information.
Doctoral students must do the following to maintain satisfactory progress:

1. Earn a minimum 3.5 cumulative GPA by the end of the second semester in residence and maintain that GPA for the duration of the degree program.

2. Remove grades of Incomplete in the semester following their occurrence. A course proposal cannot be approved until all incompletes are removed.

3. Complete preliminary exams within three to six months of completing coursework.

4. Maintain steady progress toward completion of degree, including final oral exam and deposit of dissertation. Fulltime students can expect four to five years; completion will vary for part-time students.

ADVISOR / COMMITTEE

Doctoral committees must include at least two members from outside the Department of Life Sciences Communication and the School of Journalism and Mass Communication.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)
For students in the College of Agricultural & Life Sciences:  
College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

For students in the College of Letters & Science:

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Applicants are considered for funding as part of the admissions process. We offer a range of funding, including graduate assistantships, fellowships and research scholarship awards.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

We offer two research colloquia (JOUR/LSC 901 and LSC 700) during the academic year where faculty share their research findings and methods and engage students in lively conversations about how to conduct research. We offer a teaching colloquium (JOUR 902) that explores pedagogical principles and applications that prepares students for teaching careers. Teaching assistantships provide hands-on training.

Within our research groups and centers, graduate students work side by side with faculty and with each other, allowing the senior students to mentor younger students and for faculty to mentor students who are not their advisees. Our graduate students organize and host an annual day-long conference where they present their research in a series of panels, and they present their research at conferences around the world.

We offer a series of professional development workshops for graduate students with faculty and alumni panelists. The topics include: navigating the academic job market, exploring the non-academic job market, turning a paper into a presentation and how to find funding for research.

LEARNING OUTCOMES

1. Articulate research problems, potentials, and limits with respect to theory, knowledge, and practice within the field of study. Demonstrating comprehensive and intensive knowledge of the
theories, concepts, frameworks, empirical findings, and controversies in the field.
2. Formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study. Demonstrating a comprehensive and intensive knowledge of appropriate and relevant research methods and analytical techniques.
3. Create research or scholarship that makes a substantive contribution to knowledge.
4. Demonstrate breadth within their learning experiences.
5. Advance contributions of the field of study to society.
6. Communicate complex ideas effectively.
7. Foster ethical and professional conduct.

PEOPLE

Faculty: Professors Brossard (LSC Chair), Downey, Friedland, Kim, McLeod, Riddle (SJMC Director of Graduate Studies), Robinson, Rojas (SJMC Chair), Scheufele (LSC Director of Academic Programs), D Shah, H Shah, Wagner, Xenos. Associate Professors: Culver, Graves, Palmer, Shaw. Assistant Professors: Cascio, Chen, Chinn, Christy, Li, McGarr, Newman, Yang.

KINESIOLOGY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Athletic Training, M.S. (p. 1130)
- Kinesiology, Doctoral Minor (p. 1135)
- Kinesiology, M.S. (p. 1135)
- Kinesiology, Ph.D. (p. 1141)
- Occupational Therapy, M.S. (p. 1147)
- Occupational Therapy, OTD (p. 1152)

GRADUATE FACULTY

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Janet Branchaw (branchawa@wisc.edu)
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Brittany Travers (btravers@wisc.edu)
Peter van Kan (peter.vankan@wisc.edu)

GRADUATE FACULTY AFFILIATE

Marolowe Eldridge (kgretebeck@wisc.edu)
Kimberlee Gretebeck
Troy Hornberger (thornb1@svm.vetmed.wisc.edu)
Ozioma Okonkwo (ozioma@medicine.wisc.edu)

ATHLETIC TRAINING, M.S.

The Master's degree in Athletic Training is a 24-month professional program that provides rigorous and comprehensive preparation for students seeking a health care career in athletic training. Athletic trainers (ATs) are multi-skilled health care professionals who collaborate with physicians as part of the health care team to provide preventative services, emergency care, clinical diagnosis, therapeutic intervention and rehabilitation of injuries and medical condition. Athletic trainers provide health care in a variety of practice settings for people involved in all levels of physical activity. Practice environments include youth to professional sports, military and public service personnel, secondary schools, colleges, universities, performing arts, workers with physically demanding jobs, physician practice settings, and much more.

Prospective students should visit the program website (https://kinesiology.education.wisc.edu/AT/) for additional information on program outcomes and opportunities.

The program is accredited by the Commission on Accreditation of Academic Training Education (https://caate.net/) and students are eligible to sit for the national Board of Certification exam (https://bocac.org/) after successful completion of the MSAT program.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>The program does not admit in the fall.</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>April 1*</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
</tbody>
</table>
* Early application consideration deadline is December 1.

**MASTER OF SCIENCE IN ATHLETIC TRAINING (MSAT)**

- Applicants for all graduate programs must complete a UW-Madison Graduate school application: [https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)
- Applicants for the professional program in athletic training must complete the Athletic Training Central Application Service (ATCAS) application: [https://atcas.liaisoncas.com/applicant-ux/#/login](https://atcas.liaisoncas.com/applicant-ux/#/login)

**ADMISSION CRITERIA AND PREREQUISITE COURSES**

Admission to the MSAT (professional program in athletic training) requires:

- Bachelor's degree (or equivalent) from a regionally accredited school of higher education by the start of the program
- Transcripts from each college, university, or technical college attended showing work completed and in progress
- Observation of two Certified Athletic Trainers in different clinical practice settings. Refer to the MSAT Program website for forms and guidelines for required observation experiences. ([https://kinesiology.education.wisc.edu/at/apply-msat/](https://kinesiology.education.wisc.edu/at/apply-msat/))
- Minimum of three letters of recommendation
- Personal statement responding to prompts provided on the graduate application
- A grade of "C" or better in the following prerequisite courses or their equivalent:

**Recommended Prerequisite Courses / UW-Madison or comparable coursework**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUTR SCI 132</td>
<td>Nutrition Today</td>
<td>3</td>
</tr>
<tr>
<td>or NUTR SCI 332</td>
<td>Human Nutritional Needs</td>
<td></td>
</tr>
</tbody>
</table>

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Financial assistance may be available through School of Education fellowships. The Athletic Training Program also has scholarships available to both incoming and returning students. For more information, please contact the MSAT Program Director.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated:</strong> Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend:</strong> Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face:</strong> Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid:</strong> These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online:</strong> These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>58 credits</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ZOOLOGY/BIOLOGY 101</td>
<td>Animal Biology</td>
<td>3-5</td>
</tr>
<tr>
<td>or ZOOLOGY/BIOLOGY/BOTANY 151</td>
<td>Introductory Biology</td>
<td></td>
</tr>
<tr>
<td>CHEM 103</td>
<td>General Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>PHYSICS 103</td>
<td>General Physics</td>
<td>4</td>
</tr>
<tr>
<td>PSYCH 210</td>
<td>Basic Statistics for Psychology</td>
<td>3</td>
</tr>
<tr>
<td>or STAT 301</td>
<td>Introduction to Statistical Methods</td>
<td></td>
</tr>
<tr>
<td>or STAT 371</td>
<td>Introductory Applied Statistics for the Life Sciences</td>
<td></td>
</tr>
<tr>
<td>PSYCH 202</td>
<td>Introduction to Psychology</td>
<td>3-4</td>
</tr>
<tr>
<td>ANAT&amp;PHY 335</td>
<td>Physiology ¹</td>
<td>5</td>
</tr>
<tr>
<td>ANAT&amp;PHY 337</td>
<td>Human Anatomy ¹</td>
<td>3</td>
</tr>
<tr>
<td>KINES 314</td>
<td>Physiology of Exercise</td>
<td>4</td>
</tr>
</tbody>
</table>

¹ If anatomy and physiology are taken as a combined course, two semesters are necessary to meet this requirement.
Minimum Residence Credit Requirement 29 credits

Minimum Graduate Coursework Requirement All degree coursework must be completed at the graduate level; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA 3.00 GPA required.

Other Grade Requirements No other grade requirements.

Assessments and Examinations No formal examination required.

Language Requirements No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer I (8 credits)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINES 570</td>
<td>Anatomical Foundations in Athletic Training</td>
<td>3</td>
</tr>
<tr>
<td>KINES 571</td>
<td>Emergency Procedures for Athletic Trainers</td>
<td>2</td>
</tr>
<tr>
<td>KINES 572</td>
<td>Foundational Skills in Athletic Training</td>
<td>1</td>
</tr>
<tr>
<td>KINES 620</td>
<td>Clinical Practicum in Athletic Training I</td>
<td>2</td>
</tr>
<tr>
<td>Fall I (15 credits)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINES 621</td>
<td>Clinical Practicum in Athletic Training II</td>
<td>3</td>
</tr>
<tr>
<td>KINES 650</td>
<td>Foundations of Professional Practice in Athletic Training</td>
<td>1</td>
</tr>
<tr>
<td>KINES 651</td>
<td>Public Health, Policy, and Practice</td>
<td>3</td>
</tr>
<tr>
<td>KINES 652</td>
<td>Evaluation and Therapeutic Interventions I</td>
<td>4</td>
</tr>
<tr>
<td>KINES 654</td>
<td>Clinical Medicine in Athletic Training I</td>
<td>3</td>
</tr>
<tr>
<td>KINES 670</td>
<td>Enhancing Performance and Wellness</td>
<td>1</td>
</tr>
<tr>
<td>Spring I (15 credits)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINES 622</td>
<td>Clinical Field Experience in Athletic Training I</td>
<td>3</td>
</tr>
<tr>
<td>KINES 650</td>
<td>Foundations of Professional Practice in Athletic Training</td>
<td>1</td>
</tr>
<tr>
<td>KINES 653</td>
<td>Evaluation and Therapeutic Interventions II</td>
<td>4</td>
</tr>
<tr>
<td>KINES 655</td>
<td>Clinical Medicine in Athletic Training II</td>
<td>3</td>
</tr>
<tr>
<td>KINES 656</td>
<td>Scientific Inquiry in Athletic Training</td>
<td>3</td>
</tr>
<tr>
<td>KINES 671</td>
<td>Diagnostic Imaging in Athletic Training</td>
<td>1</td>
</tr>
<tr>
<td>Summer II (4 credits)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINES 623</td>
<td>Clinical Field Experience in Athletic Training II</td>
<td>3</td>
</tr>
<tr>
<td>KINES 672</td>
<td>Principles of Pharmacology for Athletic Trainers</td>
<td>1</td>
</tr>
</tbody>
</table>

Fall II (8 credits)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 624</td>
<td>Athletic Training Preceptorship I</td>
<td>6</td>
</tr>
<tr>
<td>KINES 657</td>
<td>Role Transition and Professional Practice in Athletic Training</td>
<td>1</td>
</tr>
<tr>
<td>KINES 673</td>
<td>Healthcare Informatics and Quality Improvement in Athletic Training</td>
<td>1</td>
</tr>
</tbody>
</table>

Spring II (8 credits)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 625</td>
<td>Athletic Training Preceptorship II</td>
<td>7</td>
</tr>
<tr>
<td>KINES 674</td>
<td>Practice Based Research in Athletic Training</td>
<td>1</td>
</tr>
</tbody>
</table>

Total Credits 58

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 15 credits of graduate course work from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the MSAT degree.

UW–Madison University Special
With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of course work numbered 300 or above taken in UW–Madison University Special student status. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

An overall GPA below 3.0 will place the student on academic probation. If a 3.0 GPA is not regained in the subsequent semester the student may be dismissed from the program or allowed to continue provisionally for 1 semester based on advisor appeal to the Graduate School.

**ADVISOR / COMMITTEE**

The MSAT assigns an advisor to each student. MSAT students must complete one mandatory group advising meeting each semester. In addition, students must meet individually once per semester with an advisor to insure satisfactory progress toward their MSAT degree and to monitor clinical placement progress needs.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Students may count the coursework completed before their absence for meeting graduate degree credit requirements; the Graduate School will not count that work toward the Graduate School's minimum residence credit minimum.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school's Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean's office.
Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Understand the role of the athletic trainer within the broader health care system.
2. Demonstrate appropriate oral and written communication skills.
3. Develop and apply strategies to prevent the incidence and/or severity of injury and illnesses.
4. Demonstrate the clinical skills needed to appropriately diagnose patients for treatment and referral.
5. Apply clinical and decision-making skills to respond to acute injury and illness, including emergencies.
6. Assess patient status and develop treatment and rehabilitation that are consistent with contemporary disablement models.
7. Demonstrate clinical scholarship in the form of evidence appraisal and application to influence athletic training practice.
8. Maintain the highest standards of clinical practice by examining the quality of patient care through the use of patient outcomes.
9. Apply research methods to develop and evaluate clinical questions applicable to practice-based research environments while demonstrating an understanding of ethical research practice.

PEOPLE

FACULTY AND INSTRUCTIONAL STAFF
Andrew Winterstein, PhD, ATC
MSAT Program Director
Distinguished Clinical Professor
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David Bell, PhD, ATC
Associate Professor
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Shari Clark, MS, ATC
Faculty Associate
svclark1@wisc.edu

ACCREDITATION

ACCREDITATION
Commission on Accreditation of Athletic Training Education (https://caate.net/)

Accreditation status: Active—in good standing; degree will be updated from BS to MS. Next accreditation review: 2025–2026.

CERTIFICATION/LICENSURE

The program is accredited by the Commission on Accreditation of Athletic Training Education (https://caate.net/) and students are eligible to sit for the national Board of Certification exam (https://bocatc.org/) after successful completion of the MSAT program.

Currently, 49 states and the District of Columbia regulate the practice of athletic training. Individuals must be legally recognized by the appropriate state regulatory agency prior to practicing athletic training. The Board of Certification (BOC) exam is recognized by all athletic trainer state regulatory agencies to meet their exam requirement. Compliance with state regulatory requirements is mandatory and the only avenue to legal athletic training practice.

PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)
The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:

The requirements of this program do not meet Certification/Licensure in the following states:
Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:
California*, American Samoa, Guam, Northern Mariana Islands, Puerto Rico, U.S. Virgin Islands

*California does not regulate athletic training at this time
KINESIOLOGY, DOCTORAL MINOR

The Department of Kinesiology’s mission is to research, teach and apply knowledge related to movement, exercise and human occupation, with the ultimate goal of enhancing human health, productivity and quality of life. The Department of Kinesiology offers graduate courses that reflect the breadth of the discipline, including biomechanics, exercise psychology, exercise physiology, motor control and behavior, physical activity epidemiology and occupational science. A minor from the Department of Kinesiology is tailored to each student's individual interests, career goals, needs and background. The learning goals for the doctoral minor are to demonstrate an understanding of the major current and past theories, research findings, methodologies and techniques in one or more of the broad areas of inquiry represented within the Department of Kinesiology.

ADMISSIONS

Graduate students in other programs at UW–Madison who plan to minor in kinesiology should contact the Department of Kinesiology graduate studies chair early in their graduate program to ensure acceptance into and adequate mentoring in the minor program (see Information for Prospective Students (http://kinesiology.education.wisc.edu/kinesiology/academics/graduate-programs/prospective-students/)). When students meet with the graduate studies chair, they will fill out a course plan. The department's graduate studies chair, the student's doctoral committee mentor, and the student must sign the course plan.

REQUIREMENTS

The student must complete 9 credits in kinesiology courses such that all of the following conditions are satisfied:

- All credits must be in courses numbered 300 and above
- At least 3 credits are taken in courses numbered 700 and above
- The student receives a satisfactory grade (C or above) for all credits
- The GPA of the credits counted is at least 3.00
- All credits are taken as a graduate student

PEOPLE

GRADUATE FACULTY

Susan Andreea
Kasia Ausderau (kausderau@wisc.edu)
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GRADUATE FACULTY AFFILIATE

Maryow Eldridge (kgretebeck@wisc.edu)
Kimberlee Gretebeck
Troy Hornberger (thornb1@svm.vetmed.wisc.edu)
Ozioma Okonkwo (ozioma@medicine.wisc.edu)

KINESIOLOGY, M.S.

The Department of Kinesiology's mission is to create, interpret, transmit, and apply knowledge related to movement, exercise, and human occupation with the ultimate goal of enhancing human health, productivity, and quality of life.

The M.S. in Kinesiology is available with research specialization in biomechanics, exercise physiology, exercise psychology, motor control and behavior, physical activity epidemiology, and occupational science. The M.S. in Kinesiology with the nonthesis option provides courses that cover the breadth of the kinesiology field and electives, and it may include a final project. This degree supports an interest in coaching/teaching (team or individual), personal training or fitness instruction, or it may supplement the practice of physical therapy, athletic training, or other allied health professions, or any individual purpose a student may have.

The M.S. in Kinesiology combines advanced courses with the option of an intensive research experience. Department research facilities are well equipped, and faculty and graduate students have access to other specialized research facilities across campus. Faculty and graduate student research is currently supported by funding from the state and federal government, research foundations, and private industry. Faculty are affiliated with the Institute on Aging, Cardiovascular Research Center; Center for Neuroscience/Neuroscience Training Program; departments of Biomedical Engineering, Mechanical Engineering, Medicine, Neurology, Population Health Science, and Psychology; McPherson Eye Research Institute; Harlow Center for Biological Psychology; interdepartmental graduate program in Nutritional Sciences; Trace Research and Development Center; VA Geriatric Research and Education Center; Waisman Center; and Wisconsin Alzheimer’s Institute.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>February 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
</tbody>
</table>
Kinesiology, M.S.

GRE (Graduate Record Examinations) Not required.

English Proficiency Test Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required

The application deadline is February 15, applications may be considered after this date.

For admission, the Graduate School requires, as does the Kinesiology department, a minimum 3.0 GPA (on a 4.0=A scale) on the last 60 semester hours (or equivalent) of undergraduate coursework. An applicant must submit academic transcripts from each institution attended, a minimum of three letters of recommendation, and a statement of reasons for graduate study. The statement should name the applicant’s intended area(s) of specialization and provide specific details on why the applicant names the area(s). If a professor in the area of specialization agrees to serve as the prospective student’s advisor, then the department’s graduate office recommends the applicant for admission to the Graduate School. An individual advisor is not required for non-thesis admissions. Please consult the kinesiology website (https://kinesiology.education.wisc.edu/grad/about/) for further details of these requirements and procedures.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Prospective students should see the program website (https://kinesiology.education.wisc.edu/academics/grad-program/tuition/) for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-thesis track: 32 credits</td>
</tr>
<tr>
<td>Occupational Science track: 31 credits</td>
</tr>
<tr>
<td>All other thesis-based tracks: 30 credits</td>
</tr>
<tr>
<td>16 credits</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement At least half of the required degree coursework must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirement Course numbered 300 and above with a grade of A, AB, B, or S count toward minimum credit requirement; grades of BC or C count only if equal credits of AB and A offset the lower grades to average B (3.00).

Assessments and Examinations No formal examination specific to the M.S. is required. Curricular requirements vary among tracks within the program, and in all tracks all didactic courses must be passed, in conformity with GPA and grad requirements, above. For tracks requiring a thesis, the thesis defense committee has discretion to accept or reject the thesis at the student’s defense. Repeat defense, if required, is at the discretion of the advisor.

Language No language requirements.

REQUIRED COURSES

Biomechanics Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 618</td>
<td>Biomechanics</td>
<td>2-3</td>
</tr>
</tbody>
</table>
Exercise Physiology Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Biosciences I</td>
<td>4</td>
</tr>
<tr>
<td>KINES 951</td>
<td>Seminar-Biomechanics</td>
<td>2</td>
</tr>
<tr>
<td>KINES 991</td>
<td>Research in Physical Activity-Theory and Design</td>
<td>3</td>
</tr>
<tr>
<td>KINES 990</td>
<td>Research or Thesis</td>
<td>2-12</td>
</tr>
<tr>
<td>KINES 900</td>
<td>Seminar in Kinesiology</td>
<td>1</td>
</tr>
</tbody>
</table>

**Suggested Elective Courses (chosen in consultation with advisor)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 961</td>
<td>Biological Factors Influencing Exercise Performance</td>
<td>3</td>
</tr>
<tr>
<td>KINES 721</td>
<td>Neural Basis for Movement</td>
<td>3</td>
</tr>
<tr>
<td>KINES 773</td>
<td>Cardiorespiratory Adaptations to Environment and Exercise</td>
<td>3</td>
</tr>
<tr>
<td>KINES 861</td>
<td>Principles of Motor Control and Learning</td>
<td>3</td>
</tr>
<tr>
<td>KINES 961</td>
<td>Seminar in Motor Control and Learning</td>
<td>2</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 All Kinesiology M.S. and Ph.D. students in biomechanics are required to register for KINES 900 Seminar in Kinesiology each semester they are enrolled in the program.

**Exercise Psychology Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANAT&amp;PHY 435</td>
<td>Fundamentals of Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td>4</td>
</tr>
<tr>
<td>KINES 615</td>
<td>Laboratory Techniques in Exercise Physiology</td>
<td>2</td>
</tr>
<tr>
<td>KINES 773</td>
<td>Cardiorespiratory Adaptations to Environment and Exercise</td>
<td>3</td>
</tr>
<tr>
<td>KINES 774</td>
<td>Metabolic Responses to Exercise and Environmental Stress</td>
<td>2</td>
</tr>
<tr>
<td>KINES 991</td>
<td>Research in Physical Activity-Theory and Design</td>
<td>3</td>
</tr>
<tr>
<td>KINES 990</td>
<td>Research or Thesis</td>
<td>2-12</td>
</tr>
<tr>
<td>KINES 953</td>
<td>Human Biodynamics Seminar</td>
<td>1</td>
</tr>
<tr>
<td>KINES 900</td>
<td>Seminar in Kinesiology</td>
<td>1</td>
</tr>
</tbody>
</table>

**Electives (courses selected in consultation with advisor)** minimum of 3

Total minimum credits required for graduation (beyond baccalaureate degree) 30

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Kinesiology students complete special content. Contact physiology-enroll@lists.wisc.edu for consent to enroll in ANAT&PHY 435 Fundamentals of Human Physiology. The Department of Neuroscience chair's assistant will then connect you with the ANAT&PHY 435 director for content details, will data-enter your online permission to enroll in ANAT&PHY 435 and reserve your place, and will notify you by email. Please allow at least a week for the permission process to finalize. Department contacts: https://neuro.wisc.edu/contact-us/.

3 All Kinesiology M.S. and Ph.D. students in exercise physiology are required to register for KINES 900 Seminar in Kinesiology each semester they are enrolled in the program.

**Motor Control and Behavior Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 991</td>
<td>Research in Physical Activity-Theory and Design</td>
<td>3</td>
</tr>
<tr>
<td>KINES 990</td>
<td>Research or Thesis</td>
<td>2-12</td>
</tr>
<tr>
<td>KINES 900</td>
<td>Seminar in Kinesiology</td>
<td>1</td>
</tr>
</tbody>
</table>

**Electives (chosen in consultation with advisor)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 721</td>
<td>Neural Basis for Movement</td>
<td>3</td>
</tr>
<tr>
<td>KINES 861</td>
<td>Principles of Motor Control and Learning</td>
<td>3</td>
</tr>
<tr>
<td>KINES 951</td>
<td>Seminar-Biomechanics</td>
<td>3</td>
</tr>
<tr>
<td>KINES 961</td>
<td>Seminar in Motor Control and Learning</td>
<td>2</td>
</tr>
<tr>
<td>KINES 713</td>
<td>Neural Basis of Normal and Pathological Movement</td>
<td>3</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Sufficient to meet graduation requirements, chosen in consultation with major advisor.

3 All Kinesiology M.S. and Ph.D. students in Motor Control and Behavior are required to register for KINES 900 Seminar in Kinesiology each semester they are enrolled in the program.
not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 All Kinesiology M.S. and Ph.D. students in Motor Control and Behavior are required to register for KINES 900 Seminar in Kinesiology each semester they are enrolled in the program.

3 Suggested sequence (or equivalent):
   1. ED PSYCH 760 Statistical Methods Applied to Education I
   2. ED PSYCH 761 Statistical Methods Applied to Education II

4 Elective course may be Kinesiology courses not chosen as required courses or courses in related fields (e.g., psychology, neuroscience).

### Physical Activity Epidemiology Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES/</td>
<td>Physical Activity Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 791</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINES/</td>
<td>Seminar - Physical Activity Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH 955</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINES 991</td>
<td>Research in Physical Activity-Theory and Design</td>
<td>3</td>
</tr>
<tr>
<td>KINES 990</td>
<td>Research or Thesis</td>
<td>2-12</td>
</tr>
<tr>
<td>KINES 900</td>
<td>Seminar in Kinesiology</td>
<td>1</td>
</tr>
</tbody>
</table>

Electives (chosen from list below or others in consultation with advisor)

<table>
<thead>
<tr>
<th>Code</th>
<th>Subject/Field Content</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANAT&amp;PHY 435</td>
<td>Fundamentals of Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>KINES 521</td>
<td>Physical Activity and Health</td>
<td>3</td>
</tr>
<tr>
<td>KINES 600</td>
<td>Advanced Exercise Psychology</td>
<td>3</td>
</tr>
<tr>
<td>KINES 614</td>
<td>Biological Factors Influencing Exercise Performance</td>
<td>3</td>
</tr>
<tr>
<td>KINES 700</td>
<td>Psychological Effects of Exercise</td>
<td>3</td>
</tr>
<tr>
<td>KINES 773</td>
<td>Cardiorespiratory Adaptations to Environment and Exercise</td>
<td>3</td>
</tr>
<tr>
<td>KINES 774</td>
<td>Metabolic Responses to Exercise and Environmental Stress</td>
<td>2</td>
</tr>
<tr>
<td>KINES 779</td>
<td>Human Muscle Function in Health and Disease</td>
<td>2</td>
</tr>
<tr>
<td>CHEM 341</td>
<td>Elementary Organic Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>BMOLCHEM 503</td>
<td>Human Biochemistry</td>
<td>3</td>
</tr>
<tr>
<td>STAT/B M I 541</td>
<td>Introduction to Biostatistics</td>
<td>3</td>
</tr>
<tr>
<td>STAT/B M I 642</td>
<td>Statistical Methods for Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/ NUTR SCI 621</td>
<td>Introduction to Nutritional Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH 750</td>
<td>Cancer Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 798</td>
<td>Epidemiologic Methods</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 802</td>
<td>Advanced Epidemiology: Etiology and Prevention</td>
<td>3</td>
</tr>
</tbody>
</table>

Students will take advanced coursework in various areas as described in the program area synopsis. In accordance with Graduate School policy, a minimum of 30 credits is required for the M.S. degree, and a minimum of 51 credits for the Ph.D. Completion of a thesis will be required for the M.S. degree. The curriculum is intended to provide the student with a sound basis in the adaptations to physical activity and exercise as well as the statistical and methodological tools needed to evaluate relationships between physical activity and health outcomes at the population level. There are three required courses in addition to the thesis or dissertation requirement, and the remaining credits can be chosen in consultation with the graduate advisor to meet the three objectives.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 All Kinesiology M.S. and Ph.D. students in Physical Activity Epidemiology are required to register for KINES 900 Seminar in Kinesiology each semester they are enrolled in the program.

### Occupational Science Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 785</td>
<td>Human Occupation and Health</td>
<td>3</td>
</tr>
<tr>
<td>KINES 885</td>
<td>Seminar in Occupation and Health</td>
<td>Minimum of 2</td>
</tr>
<tr>
<td>KINES 991</td>
<td>Research in Physical Activity-Theory and Design</td>
<td>3</td>
</tr>
<tr>
<td>KINES 990</td>
<td>Research or Thesis</td>
<td>Minimum of 2</td>
</tr>
<tr>
<td>KINES 900</td>
<td>Seminar in Kinesiology</td>
<td>1</td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistics courses (chosen in consultation with advisor)**</td>
<td>4-6</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
</tbody>
</table>

**Example sequence (or equivalent, qualitative sequences acceptable as well):**

<table>
<thead>
<tr>
<th>Code</th>
<th>Subject/Field Content</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 900</td>
<td>Seminar in Kinesiology</td>
<td>1</td>
</tr>
<tr>
<td>KINES 990</td>
<td>Seminar in Kinesiology</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH</td>
<td>Advanced Epidemiology: Etiology and Prevention</td>
<td>3</td>
</tr>
</tbody>
</table>

### Elective Courses

Minimum of 8

Elective course (chosen in consultation with advisor) may be Kinesiology courses not chosen as required courses or courses in related fields (i.e., Psychology, Neuroscience). Students are strongly encouraged to select 2-3 courses in a concentration area. (Examples: Child & Family Studies, Global Health, Disability Studies, Public Health, Patient Advocacy)

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 All Kinesiology M.S. and Ph.D. students are required to register for KINES 900 Seminar in Kinesiology each semester they are enrolled in the program. Minimum 2 credits.

### Non-Thesis Track

Synopsis: All other tracks within the M.S. in Kinesiology degree are essentially a precursor to Ph.D.-level training, and thus require extensive research experience as part of the degree. The Non-Thesis M.S. track is designed for students who are interested in graduate-level
training in Kinesiology, but who are not necessarily interested in a career doing research in the field. Non-Thesis M.S. students will take graduate-level courses that cover the breadth of the field of Kinesiology; will take additional electives from Kinesiology or from any departments across campus that the students see as fitting their personal educational goals; and may complete a final project of their own design as mentored by consenting faculty.

Purpose of MS: The M.S. in Kinesiology Non-Thesis track is designed to provide broad, graduate-level training in Kinesiology. Students will take advanced coursework in each of the traditional disciplines within the field and also focus on their individual interests by selecting courses as electives. A thesis is NOT required in this track. Students in the Non-Thesis track often express interest in obtaining graduate-level training to support their goal of coaching/teaching in team or individual settings, personal training or fitness instruction, or as a supplement to a practice in physical therapy, athletic training, or some other allied health profession, or for other purposes. We emphasize here that we don’t intend the non-thesis track to prepare students for eventual Ph.D. study (although it could, depending on the student and the Ph.D.). Students who want a laboratory-based research experience as part of their M.S. degree, along with experience in academic writing (M.S. thesis as a traditional precursor to a Ph.D. dissertation), may wish to consider pursuing their M.S. degree through one of the other tracks within Kinesiology.

### Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Fall Term</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINES 773</td>
<td>Cardiorespiratory Adaptations to Environment and Exercise</td>
<td>3</td>
</tr>
<tr>
<td>KINES 991</td>
<td>Research in Physical Activity-Theory and Design</td>
<td>3</td>
</tr>
<tr>
<td>Elective chosen from list below</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td><strong>First Spring Term</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINES 700</td>
<td>Psychological Effects of Exercise</td>
<td>3</td>
</tr>
<tr>
<td>KINES/POP HLTH 791</td>
<td>Physical Activity Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>Elective chosen from list below</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td><strong>Second Fall Term</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINES 618</td>
<td>Biomechanics</td>
<td>2-3</td>
</tr>
<tr>
<td>KINES 713</td>
<td>Neural Basis of Normal and Pathological Movement</td>
<td>3</td>
</tr>
<tr>
<td>Elective chosen from list below</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td><strong>Second Spring Term</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINES 774</td>
<td>Metabolic Responses to Exercise and Environmental Stress</td>
<td>2</td>
</tr>
<tr>
<td>KINES 861</td>
<td>Principles of Motor Control and Learning</td>
<td>3</td>
</tr>
<tr>
<td>Elective chosen from list below</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Electives ²</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>KINES 521</td>
<td>Physical Activity and Health</td>
<td>3</td>
</tr>
<tr>
<td>KINES/ NURSING 523</td>
<td>Clinical Exercise Testing &amp; Training</td>
<td>3</td>
</tr>
<tr>
<td>KINES 614</td>
<td>Biological Factors Influencing Exercise Performance</td>
<td>3</td>
</tr>
<tr>
<td>KINES 779</td>
<td>Human Muscle Function in Health and Disease</td>
<td>2</td>
</tr>
<tr>
<td>KINES 785</td>
<td>Human Occupation and Health</td>
<td>2-3</td>
</tr>
<tr>
<td>KINES 900</td>
<td>Seminar in Kinesiology</td>
<td>1</td>
</tr>
<tr>
<td>CURRIC 744</td>
<td>Perspectives in Multicultural Education</td>
<td>3</td>
</tr>
<tr>
<td>CURRIC/ELPA 746</td>
<td>The Adult Learner: Implications for Curriculum and Instruction</td>
<td>3</td>
</tr>
<tr>
<td>NUTR SCI 625</td>
<td>Advanced Nutrition: Obesity and Diabetes</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 310</td>
<td>Fundamentals of Accounting and Finance for Non-Business Majors</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 311</td>
<td>Fundamentals of Management and Marketing for Non-Business Majors</td>
<td>3</td>
</tr>
</tbody>
</table>

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. Student chooses, based on personal interests/goals, from this list or any other 500-level or higher numbered courses on campus.

### POLICIES

#### GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

#### MAJOR-SPECIFIC POLICIES

##### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 15 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken in UW–Madison University Special student status. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).

3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

An overall GPA below 3.0 will place the student on academic probation. If a 3.0 GPA is not regained in the subsequent semester the student may be dismissed from the program or allowed to continue provisionally for 1 semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE
The department assigns an advisor to each student. For M.S.—non-thesis track, the advisor is the Graduate Studies chair. For all other thesis-based tracks, the advisor is the research mentor.

A thesis committee, for those tracks requiring a thesis, is gathered prior to the thesis proposal in consultation with the faculty advisor and consistent with the department and Graduate School policy (http://grad.wisc.edu/acadpol/#committees). Normally the proposal committee would continue as the thesis defense committee. The proposal and defense committees consist of 3 members.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Within the Department, completion of required courses and proposal of the thesis, when applicable, within two years of matriculation is considered satisfactory progress. See the program handbook (https://kinesiology.education.wisc.edu/academics/student-handbooks/) for more information.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to file a complaint to address the treatment and to receive a prompt hearing of the grievance, following these procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person to whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they may appeal to the dean's office (at the number below), indicating the intention to appeal. If the appeal is not satisfied, the student may contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean's office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-265-6018, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER

Students pursuing research degree generally supported with tuition remission throughout study career. Students pursuing classroom-based (Non-Thesis based) M.S. occasionally supported, generally without tuition remission (unless they personally locate same via separate department, e.g., Athletics).

PROFESSIONAL SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Master fundamental knowledge in at least one of the broad areas of specialization represented in the Department of Kinesiology. (Thesis-based tracks)
2. Demonstrate understanding of major current and past theories, research findings, methodologies, and techniques in their areas of specialization.
3. Identify sources and assemble evidence pertaining to questions or challenges in their area of specialization.
4. Complete an original research project in one of the broad areas of specialization represented in the Department of Kinesiology. (Thesis-based tracks)
5. Select and utilize appropriate methodologies to conduct research, analyze, and interpret resulting data.
6. Prepare a thesis or research report describing their research project.
7. Communicate clearly in ways appropriate to their area of specialization.
8. Demonstrate fundamental knowledge in the broad areas of specialization represented in the Department of Kinesiology. (Non-Thesis based track)
9. Demonstrate an understanding of the major current and past theories, research findings, methodologies and techniques in each of the broad areas of inquiry represented within the Department of Kinesiology.
10. Retrieve and examine scientific literature, evaluate evidence for and against hypotheses, and be able to discuss strengths and weaknesses in existing literature.
11. Recognize and apply principles of professional and ethical conduct. (Thesis-based tracks)
12. Use scientific rigor when designing experiments, collecting and analyzing data, interpreting and reporting results.
13. Recognize and apply principles of professional and ethical conduct. (Non-Thesis based track)

PEOPLE

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Ozioma Okonkwo (ojioma@medicine.wisc.edu)

KINESIOLOGY, PH.D.

The Department of Kinesiology’s mission is to create, interpret, transmit, and apply knowledge related to movement, exercise, and human occupation with the ultimate goal of enhancing human health, productivity, and quality of life.

The Ph.D. in Kinesiology is available with research specialization in biomechanics, exercise physiology, exercise psychology, motor control and behavior, physical activity epidemiology, and occupational science.
The Ph.D. in Kinesiology combines advanced courses with the option of an intensive research experience. Department research facilities are well equipped, and faculty and graduate students have access to other specialized research facilities across campus. Faculty and graduate student research is currently supported by funding from the state and federal government, research foundations, and private industry. Faculty are affiliated with the Institute on Aging; Cardiovascular Research Center; Center for Neuroscience/Neuroscience Training Program; departments of Biomedical Engineering, Mechanical Engineering, Medicine, Neurology, Population Health Science, and Psychology; McPherson Eye Research Institute; Harlow Center for Biological Psychology; interdepartmental graduate program in Nutritional Sciences; Trace Research and Development Center; VA Geriatric Research and Education Center; Waisman Center; and Wisconsin Alzheimer’s Institute.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>February 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

The application deadline is February 15, applications may be considered after this date.

For admission, the Graduate School requires, as does the Kinesiology department, a minimum 3.0 GPA (on a 4.0= A scale) on the last 60 semester hours (or equivalent) of undergraduate coursework. An applicant must submit academic transcripts from each institution attended, a minimum of three letters of recommendation, and a statement of reasons for graduate study. The statement should name the applicant's intended area(s) of specialization and provide specific details on why the applicant names the area(s). If a professor in the area of specialization agrees to serve as the prospective student’s advisor, then the department's graduate office recommends the applicant for admission to the Graduate School. Please consult the kinesiology website (https://kinesiology.education.wisc.edu/admissions/graduate/) for further details of these requirements and procedures.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Prospective students should see the program website (https://kinesiology.education.wisc.edu/academics/grad-program/tuition/) for funding information.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/WEEKEND</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement: Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: Course numbered 300 and above with a grade of A, AB, B, or S count toward minimum credit requirement; grades of BC or C count only if equal credits of AB and A offset the lower grades to average B (3.00).

Assessments and Examinations: Ph.D. students must:
1. pass all didactic courses in conformity with GPA and grad requirements;
2. pass preliminary exams (http://grad.wisc.edu/acadpolicy/#preliminaryexaminations) administered by a three member faculty committee; and
3. successfully propose and defend a dissertation before a five-member committee constituted as above in this chart.

Language Requirements: No language requirements.

Doctoral Minor/Breadth Requirements: A doctoral minor is not required due to the broad areas of inquiry within Kinesiology. To ensure the breadth of study requirement is achieved, students are required to complete a minimum of 2 graduate level courses (at least 2 credits each) in Kinesiology, but outside their identified area of specialization/track of study.

### REQUIRED COURSES

#### Biomechanics Track 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/F&amp;W ECOL/HORT 572</td>
<td>Statistical Methods for Bioscience II</td>
<td>4</td>
</tr>
<tr>
<td>KINES 900</td>
<td>Seminar in Kinesiology</td>
<td>1</td>
</tr>
<tr>
<td>KINES 951</td>
<td>Seminar-Biomechanics</td>
<td>2</td>
</tr>
<tr>
<td>KINES 990</td>
<td>Research or Thesis</td>
<td>2-12</td>
</tr>
<tr>
<td>KINES 991</td>
<td>Research in Physical Activity-Theory and Design</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: KINES 991 is required for PhD candidates who did not complete this or an equivalent course as part of their MS program.

#### General Field Requirement

At least 2 graduate level courses of at least 2 credits each in Kinesiology, at UW–Madison, outside of Biomechanics area.

#### Electives

Chosen in consultation with advisor

Remaining Credits

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1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 All Kinesiology Ph.D.* students in biomechanics are required to register for KINES 900 Seminar in Kinesiology each semester they are enrolled in the program.

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#### Exercise Physiology Track 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANAT&amp;PHY 435</td>
<td>Fundamentals of Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>KINES 773</td>
<td>Cardiorespiratory Adaptations to Environment and Exercise</td>
<td>3</td>
</tr>
<tr>
<td>KINES 774</td>
<td>Metabolic Responses to Exercise and Environmental Stress</td>
<td>2</td>
</tr>
<tr>
<td>KINES 991</td>
<td>Research in Physical Activity-Theory and Design</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: the above courses are only required if not taken as part of an M.S. program.

#### General Field Requirement

At least 2 graduate-level courses of at least 2 credits each in Kinesiology, at UW–Madison, outside of Exercise Physiology area.

#### Electives (sufficient to meet graduation requirements; chosen in consultation with advisor)

Research

KINES 900 Seminar in Kinesiology minimum of 8

*Includes dissertators unless registered for specialization seminar KINES 953 Human Biodynamics Seminar or unless expressly exempted via advisor request to Grad Studies Committee.

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2 Kinesiology students complete special content. Contact physiology-enroll@lists.wisc.edu for consent to enroll in ANAT&PHY 435. The Department of Neuroscience chair’s assistant will then connect you with the ANAT&PHY 435 director for content details, will data-enter your online permission to enroll in ANAT&PHY 435 and reserve your place, and will notify you by email. Please allow at least a week for the permission process to finalize. Department contacts: https://neuro.wisc.edu/contact-us/.

3 All Kinesiology M.S. and Ph.D.* students in exercise physiology are required to register for KINES 900 Seminar in Kinesiology each semester they are enrolled in the program.

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1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

---

3 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
With the exception of the requirements above, no specific courses are required of candidates for the Ph.D. in Kinesiology with specialization in Exercise Psychology. For the Ph.D., candidates must complete a minimum of 51 credits beyond the baccalaureate degree in accordance with Graduate School policy, but most students in the exercise psychology program elect to take additional credits beyond this minimum. Emphasis is placed on the demonstration of competence in general psychology, exercise psychology, exercise science, statistics and research design, rather than on completion of specific courses. Each candidate's program of formal coursework and independent study is tailored in a personalized manner to accommodate the individual's research and career goals.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2 Ph.D. students needn't take KINES 991 Research in Physical Activity-Theory and Design if their M.S. degree included it or an approved equivalent.
3 All Kinesiology MS and PhD students in Exercise Psychology are required to register for KINES 900 Seminar in Kinesiology each semester they are enrolled in the program, including dissertations unless registered for the specialization seminar (KINES 951 Seminar-Biomechanics) or unless expressly exempted via advisor request to the Graduate Studies Committee.

Motor Control and Behavior Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 991</td>
<td>Research in Physical Activity-Theory and Design</td>
<td>3</td>
</tr>
<tr>
<td>KINES 990</td>
<td>Research or Thesis</td>
<td>2-12</td>
</tr>
<tr>
<td>KINES 900</td>
<td>Seminar in Kinesiology</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Statistics courses (chosen in consultation with advisor)</td>
<td>4-6</td>
</tr>
</tbody>
</table>

General Field Requirements

At least 2 graduate level courses of at least 2 credits each in Kinesiology, at UW-Madison, outside of the Motor Control & Behavior area.

Suggested Elective Courses (chosen in consultation with advisor)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES 721</td>
<td>Neural Basis for Movement</td>
<td>3</td>
</tr>
<tr>
<td>KINES 861</td>
<td>Principles of Motor Control and Learning</td>
<td>3</td>
</tr>
<tr>
<td>KINES 951</td>
<td>Seminar-Biomechanics</td>
<td>2</td>
</tr>
<tr>
<td>KINES 961</td>
<td>Seminar in Motor Control and Learning</td>
<td>2</td>
</tr>
<tr>
<td>KINES 713</td>
<td>Neural Basis of Normal and Pathological Movement</td>
<td>3</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2 Required for Ph.D. candidates who did not complete this or an equivalent course as part of their M.S. program.

Occupational Science Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses in Research Methods, Design, Proposal Development, and Research Ethics</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>KINES 991</td>
<td>Research in Physical Activity-Theory and Design</td>
<td>3</td>
</tr>
<tr>
<td>KINES 900</td>
<td>Seminar in Kinesiology</td>
<td>1</td>
</tr>
<tr>
<td>KINES 785</td>
<td>Human Occupation and Health</td>
<td>2-3</td>
</tr>
<tr>
<td>KINES 885</td>
<td>Seminar in Occupation and Health</td>
<td>1</td>
</tr>
</tbody>
</table>

General Field Requirements

Two Kinesiology classes of at least 2 credits each outside your focus area (Occupational Science Track specific courses would not qualify for this requirement).

Electives

Elective courses are taken in a “concentration area” specific to the area of research. (Examples: ICTR Clinical Trials, Global Health, Prevention Science, Aging, Lifespan Development). Selected in consultation with Faculty Advisor.

Physical Activity Epidemiology Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINES/POP HLTH 791</td>
<td>Physical Activity Epidemiology</td>
<td>3</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2 Must be completed prior to KINES 991
• Minimum of one course in Quantitative, Qualitative or Mixed Methods (Examples: ED PSYCH 760 Statistical Methods Applied to Education I, ED PSYCH 761 Statistical Methods Applied to Education II)
• Minimum of one course on Research Ethics (Examples: MED HIST 728; NURSING 802 Ethics and the Responsible Conduct of Research; SURG SCI 812 Research Ethics and Career Development.)
3 All Kinesiology M.S. and Ph.D. students are required to register for KINES 900 Seminar in Kinesiology each semester they are enrolled in the program.
KINES/POP HLTH 955 Seminar - Physical Activity Epidemiology 1
KINES 991 Research in Physical Activity- Theory and Design 3
KINES 990 Research or Thesis 2-12
KINES 900 Seminar in Kinesiology 2 1

Electives (chosen from list below or others in consultation with advisor)
ANAT&PHY 435 Fundamentals of Human Physiology 5
KINES 521 Physical Activity and Health 3
KINES 600 Advanced Exercise Psychology 3
KINES 614 Biological Factors Influencing Exercise Performance 3
KINES 700 Psychological Effects of Exercise 3
KINES 773 Cardiorespiratory Adaptions to Environment and Exercise 3
KINES 774 Metabolic Responses to Exercise and Environmental Stress 2
KINES 779 Human Muscle Function in Health and Disease 2
CHEM 341 Elementary Organic Chemistry 3
BMOLCHEM 503 Human Biochemistry 3
STAT/B M I 541 Introduction to Biostatistics 3
STAT/B M I 642 Statistical Methods for Epidemiology 3
POP HLTH/ NUTR SCI 621 Introduction to Nutritional Epidemiology 1
POP HLTH 750 Cancer Epidemiology 3
POP HLTH/SOC 797 Introduction to Epidemiology 3
POP HLTH 798 Epidemiologic Methods 3
POP HLTH 802 Advanced Epidemiology: Etiology and Prevention 3

Students will take advanced course work in various areas as described in the program area synopsis. In accordance with Graduate School policy, a minimum of 30 credits is required for the M.S. degree, and a minimum of 51 credits for the Ph.D. The curriculum is intended to provide the student with a sound basis in the adaptations to physical activity and exercise as well as the statistical and methodological tools needed to evaluate relationships between physical activity and health outcomes at the population level. There are three required courses in addition to the thesis or dissertation requirement, and the remaining credits can be chosen in consultation with the graduate advisor to meet the degree objectives.

General Field Requirement

At least 2 graduate level courses of at least 2 credits each in Kinesiology at UW-Madison outside of Physical Activity Epidemiology area.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 All Kinesiology M.S. and Ph.D. students in Physical Activity Epidemiology are required to register for KINES 900 Seminar in Kinesiology each semester they are enrolled in the program. Includes dissertators unless registered for specialization seminar KINES/POP HLTH 955 Seminar - Physical Activity Epidemiology or unless expressly exempted via advisor request to Grad Studies Committee.

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior Coursework

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 18 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison Undergraduate
No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.

UW-Madison University Special
With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken in UW-Madison University Special student status. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

Probation

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

An overall GPA below 3.0 will place the student on academic probation. If a 3.0 GPA is not regained in the subsequent semester the student may be dismissed from the program or allowed to continue provisionally for 1 semester based on advisor appeal to the Graduate School. The Graduate School’s probation policy is described in the Graduate School’s Academic Policies and Procedures (http://grad.wisc.edu/acadpolicy/#probation).

Advisor / Committee

Ph.D. students work with two (or three) committees during their studies.
1. Preliminary exams Committee (three graduate faculty members)
2. Dissertation committee (five members)
   a. Proposal committee
   b. Defense committee

Ordinarily the proposal and defense committees have the same membership. Committee members are selected by the student in consultation with the faculty advisor to be consistent with Graduate School policy (http://grad.wisc.edu/acadpolicy/#committees).

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years (http://grad.wisc.edu/acadpolicy/#fiveyearrule) after passing the preliminary examination may be required to take and pass another preliminary examination to be readmitted to candidacy.

Within the department, completion of required courses and passing preliminary exams within three years of starting the Ph.D. program is considered satisfactory progress. See the program handbook (https://kinesiology.education.wisc.edu/academics/grad-program/) for more information.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeesdisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/)
    (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.
2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.
4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.
5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working
Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-265-1763.

STATE UNIVERSITY OF WISCONSIN,
UNIVERSITY OF WISCONSIN–MADISON

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER

Students pursuing research degree generally supported with tuition remission throughout study career. Students pursuing classroom-based (Non-thesis) M.S. occasionally supported, generally without tuition remission (unless they personally locate same via separate department, e.g., Athletics).

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate academic mastery in at least one of the broad areas of specialization represented in the Department of Kinesiology.
2. Demonstrate a broad understanding of major current and past theories, research findings, methodologies, and techniques in their area of specialization both orally and in writing.
3. Retrieve and examine scientific literature, evaluate evidence for and against hypotheses, identify knowledge gaps, strengths and weaknesses in existing literature, synthesize knowledge, and develop conclusions.
4. Formulate ideas, concepts, designs and/or techniques beyond the current boundaries of knowledge with their area of specialization.
5. Demonstrate a broad knowledge of the field of kinesiology extending beyond their area of specialization.
6. Develop and complete original research that makes a substantive contribution in advancing their area of specialization.
7. Develop testable hypotheses and predictions for their own realistic and feasible research projects.
8. Conduct independent research and analyze and interpret resulting data.
9. Clearly communicate their ideas in both oral and written form through the preparation and defense of a dissertation.
10. Foster ethical and professional conduct.
11. Use scientific rigor when designing experiments, collecting and analyzing data, interpreting and reporting results.

PEOPLE

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OCCUPATIONAL THERAPY, M.S.

Admissions to the Occupational Therapy, M.S. were suspended as of summer 2020. If you have any questions, please contact the department (otadmissions@education.wisc.edu).

The MS–OT (https://kinesiology.education.wisc.edu/ot/academics/msot/) program is a two-year professional program designed to prepare students for practice. It is accredited by the Accreditation Council on Occupational Therapy Education (ACOTE (http://www.aota.org/education-careers/accreditation.aspx)—6116 Executive Blvd, Suite 200, North Bethesda, MD 20852). At the master’s level, two years of didactic classroom learning is followed by 24 weeks of supervised fieldwork experiences in a variety of settings. This program meets the requirements for OTR certification set by the National Board for Certification of Occupational Therapy (NBCOT (http://www.nbcot.org/)).

The occupational therapy program resides in the Department of Kinesiology (https://kinesiology.education.wisc.edu/) and now offers two graduate professional programs, an entry-level doctorate (entry-level OTD) and a post-professional doctor of occupational therapy (post-professional (OTD) (p. 1152)) for therapists with earned Masters degrees. Occupational therapists interested in pursuing advanced research training may also apply to the M.S. (p. 1135)/Ph.D. (p. 1141) in Kinesiology—Occupational Science Track (https://kinesiology.education.wisc.edu/academics/grad-program/occupational-
sciences). The purpose of the graduate programs is to prepare clinicians, researchers, and teachers who possess a solid foundation in both the theoretical and applied aspects of the disciplines of occupational therapy and science.

ADMISSIONS

Admissions to the Occupational Therapy, M.S. will be suspended as of summer 2020. If you have any questions, please contact the department (otadmissions@education.wisc.edu).

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

Requirements

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>The program does not admit in the fall.</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>November 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
</tbody>
</table>

Applicants for all graduate programs must complete a UW–Madison Graduate School application (http://grad.wisc.edu/admissions/process/).

M.S. IN OCCUPATIONAL THERAPY (PROFESSIONAL)

Admission to the entry-level professional program in occupational therapy requires:

- Bachelor’s degree (or equivalent) from a regionally accredited school of higher education by the start of the program
- Transcripts from each college, university, or technical college attended showing work completed and in progress
- Graduate Record Exam (GRE) scores
- Documentation of paid or volunteer experience in at least two different settings serving persons across the lifespan with physical, behavioral or mental health disabilities
- Direct observation of Registered Occupational Therapists, or Certified Occupational Therapy Assistants, providing services is highly recommended
- Minimum of three letters of recommendation
- Personal statement responding to prompts provided on the graduate application
- At least a “C” or better in the following prerequisite courses or their equivalent:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PREREQUISITE COURSES (UW-Madison or comparable)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lifespan Development 1 (one of the following): 1</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>HDFS 362</td>
<td>Development of the Young Child</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 320</td>
<td>Human Development in Infancy and Childhood</td>
<td></td>
</tr>
<tr>
<td>PSYCH 460</td>
<td>Child Development</td>
<td></td>
</tr>
<tr>
<td>Lifespan Development 2:</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>HDFS 363</td>
<td>Development from Adolescence to Old Age</td>
<td></td>
</tr>
<tr>
<td>Abnormal Psychology:</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 405</td>
<td>Abnormal Psychology</td>
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</tr>
<tr>
<td>Statistics:</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 210</td>
<td>Basic Statistics for Psychology</td>
<td></td>
</tr>
<tr>
<td>Anatomy &amp; Physiology: 2</td>
<td></td>
<td>6-8</td>
</tr>
<tr>
<td>ANAT&amp;PHY 337</td>
<td>Human Anatomy</td>
<td></td>
</tr>
<tr>
<td>ANAT&amp;PHY 338</td>
<td>Human Anatomy Laboratory</td>
<td></td>
</tr>
<tr>
<td>ANAT&amp;PHY 335</td>
<td>Physiology (with Lab)</td>
<td></td>
</tr>
</tbody>
</table>

Further guidelines for acceptable prerequisite coursework may be found here (https://kinesiology.education.wisc.edu/ot/admissions-criteria/prerequisites/).

1 Applicants who complete a lifespan/human development course should complete a second course in child or adult development.
2 Applicants may complete 6–8 credits (two semesters) of combined anatomy and physiology (with lab) to fulfill both the anatomy and physiology prerequisite.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial assistance, sometimes available to graduate students in occupational therapy, consists of scholarships, fellowships, and teaching, project or research assistant positions. Financial assistance is limited; opportunities vary by program and from year to year. Students who are considering applying for financial support should see the OT Program Tuition, Scholarship & Financial Aid webpage (https://kinesiology.education.wisc.edu/ot/academics/msot/tuition/) for further information.
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
</tr>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>61 credits</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (31 credits out of 61 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide(https://registrar.wisc.edu/course-guide/)">https://registrar.wisc.edu/course-guide(https://registrar.wisc.edu/course-guide/)</a>).</td>
</tr>
</tbody>
</table>

| Overall Graduate GPA Requirement | 3.00 GPA required |

| Other Grade Requirements | The Graduate School requires students maintain a graduate grade point average (GPA) of 3.00 (on a 4.00 scale) for courses numbered 300 and above (excluding research) to receive a degree. Conditions for probationary status may require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. |

| Assessments and Examinations | No formal examination specific to the M.S. is required. Curricular requirements (all didactic courses) must be passed, in conformity with GPA and grad requirements. |

| Language Requirements | No language requirements. |

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANATOMY 622</td>
<td>Human Anatomy-Physical Therapy, Occupational Therapy</td>
<td>6</td>
</tr>
<tr>
<td>OCC THER 610</td>
<td>Professional Skills I: Professional Practice in Occupational Therapy</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 611</td>
<td>Professional Skills II: Communication &amp; Interpersonal Skills in OT</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 612</td>
<td>Professional Skills III: Organization and Management in OT Practice</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 613</td>
<td>Professional Skills IV: Community-based OT Practice</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 620</td>
<td>Occupational-based Theory and Practice</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 621</td>
<td>Assessment of Occupational Participation</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 622</td>
<td>Infant and Childhood Occupations and Therapeutic Interventions</td>
<td>4</td>
</tr>
<tr>
<td>OCC THER 623</td>
<td>Adolescent and Young Adult Occupations and Therapeutic Interventions</td>
<td>4</td>
</tr>
<tr>
<td>OCC THER 624</td>
<td>Middle and Late Adulthood Occupations and Therapeutic Interventions</td>
<td>4</td>
</tr>
<tr>
<td>OCC THER 625</td>
<td>Level-I Fieldwork: Infants and Children</td>
<td>1</td>
</tr>
<tr>
<td>OCC THER 626</td>
<td>Level-I Fieldwork: Adolescents and Young Adults</td>
<td>1</td>
</tr>
<tr>
<td>OCC THER 627</td>
<td>Level-I Fieldwork: Middle and Late Adulthood</td>
<td>1</td>
</tr>
<tr>
<td>OCC THER 629</td>
<td>Medical Lectures for Occupational Therapy</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 640</td>
<td>Applied Neuroanatomy for Allied Health Professionals</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 662</td>
<td>Level II Fieldwork A</td>
<td>6</td>
</tr>
<tr>
<td>OCC THER 664</td>
<td>Level II Fieldwork B</td>
<td>6</td>
</tr>
<tr>
<td>OCC THER 671</td>
<td>Scientific Inquiry in OT I: Evidence-Based Practice</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 672</td>
<td>Scientific Inquiry in Occupational Therapy II: Research Design and Methods</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 673</td>
<td>Scientific Inquiry in OT III: Data Collection and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 674</td>
<td>Scientific Inquiry in OT IV: Scientific Writing for Publication</td>
<td>2</td>
</tr>
</tbody>
</table>

The MS–OT has a prescribed curriculum of 61 credits, with potential for electives.
POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 15 credits of graduate course work from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW-Madison Undergraduate

No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.

UW-Madison University Special

With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of course work numbered 300 or above taken in UW-Madison University Special student status. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School. See Probation (http://grad.wisc.edu/acadpolicy/#probation) on the Graduate School website.

ADVISOR / COMMITTEE

All students must have an assigned advisor to meet UW information management needs, and accordingly, and of its own volition, the department assigns an advisor to each student. Assigned advisors in the M. S. in Occupational Therapy (MS–OT) program are graduate research or clinical faculty. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Level II fieldwork must be completed within 24 months of completion of coursework.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to their supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should
contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. (Foundational Knowledge) Demonstrate an understanding of the physical, psychological and contextual substrates of human occupation in typical and nontypical development.
2. (Foundational Knowledge) Discuss the role of personal and environmental factors on involvement in daily activities and community participation.
3. (Foundational Knowledge) Critically examine and apply theories associated with the science of human occupation and models of interprofessional practice to service delivery.
4. (Foundational Knowledge) Demonstrate knowledge of one’s own role and those of other professions to appropriately assess and address the needs of clients and populations served.
5. (Scientific Inquiry and Theory Development) Articulate current problems facing the profession of occupational therapy in an interprofessional context with respect to theory, knowledge and practice.
6. (Scientific Inquiry and Theory Development) Identify and critique current knowledge, theories and evidence to inform practice.
7. (Scientific Inquiry and Theory Development) Demonstrate necessary skills for designing a scholarly proposal that includes a research question, relevant literature, samples, design, measurement and data analysis.
8. (Scientific Inquiry and Theory Development) Participate in scholarly activities that evaluate professional practice, service delivery, and/or professional issues.
9. (Practice Reasoning and Decision Making) Appropriately assess clients’ participation in daily life activities and employ an interprofessional approach to determining clients’ needs within the context of family and society.
10. (Practice Reasoning and Decision Making) Identify factors within the environment that influence participation in home and community life.
11. (Practice Reasoning and Decision Making) Plan for discharge in collaboration with the client and family and terminate occupational therapy when appropriate.
12. (Professional Conduct) Articulate the values of the occupational therapy profession.
13. (Professional Conduct) Work with individuals of other professions to maintain a climate of mutual respect and shared values.
14. (Professional Conduct) Describe the varied roles of the occupational therapist as practitioner, educator, researcher, and entrepreneur.
15. (Professional Conduct) Establish appropriate therapeutic relationships with individuals, groups, organizations and systems.
16. (Professional Conduct) Use effective interpersonal communication and demonstrate effective and culturally sensitive group communication.
17. (Professional Conduct) Demonstrate use of safety precautions with the client during the process of practice.
18. (Professional Conduct) Demonstrate knowledge of legal and ethical issues related to care in health, education, and community settings.
The requirements of this program meet Certification/Licensure in the following states:
Wisconsin

The requirements of this program do not meet Certification/Licensure in the following states:
The requirements of this program have not been determined if they meet Certification/Licensure in the following states:

The occupational therapy program resides in the Department of Kinesiology (https://kinesiology.education.wisc.edu/) and offers two graduate programs options in the OTD: an entry-level doctor of occupational therapy (Entry-Level (p. 1154)) and a post-professional doctor of occupational therapy (Post-Professional (p. 1157)). Occupational therapists interested in pursuing advanced research training may also apply to the M.S. (p. 1135)/Ph.D. (p. 1141) in Kinesiology with a specialization in Occupational Science. The purpose of the graduate program is to prepare clinicians, researchers, and teachers who possess a solid foundation in both the theoretical and applied aspects of the disciplines of occupational therapy and science.

Students apply to the Occupational Therapy Doctorate through one of the named options:
• Post-Professional (p. 1157)
• Entry-Level (p. 1154)

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>See Named Options for policy information</td>
<td></td>
</tr>
<tr>
<td>32 credits</td>
<td></td>
</tr>
<tr>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/</a>).</td>
<td></td>
</tr>
<tr>
<td>3.00 GPA required.</td>
<td></td>
</tr>
<tr>
<td>The Graduate School requires students maintain a graduate grade point average (GPA) of 3.00 (on a 4.00 scale) for courses numbered 300 and above (excluding research) to receive a degree. Conditions for probationary status may require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
<td></td>
</tr>
<tr>
<td>No language requirements.</td>
<td></td>
</tr>
<tr>
<td>Breadth is provided via interdisciplinary training (minor requirement waived).</td>
<td></td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Select a Named Option for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Occupational Therapy Doctorate must select one of the following named options:

- **OCCUPATIONAL THERAPY: ENTRY LEVEL, OTD** (P. 1154)
- **OCCUPATIONAL THERAPY: POST-PROFESSIONAL, OTD** (P. 1157)

POLICIES

Students should refer to one of the named options for policy information:

- **Post-Professional** (p. 1157)
- **Entry-Level** (p. 1154)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulate and apply underlying occupation-based theories, concepts and techniques of occupational therapy intervention for a variety of contexts.
2. Formulate systems to gather, analyze and interpret data and present to a professional audience.
3. Demonstrate active involvement in professional development, leadership, and advocacy for the benefit of constituents and the profession.
4. Synthesize current knowledge, available evidence and responses to interventions to inform new approaches to practice problems.
5. Demonstrate commitment to healthy long-term professional growth through the creation, implementation, and monitoring of a career development plan including application of wellness and prevention strategies.

PEOPLE

PROGRAM DIRECTOR
Sharon Gartland (sgartland@wisc.edu), OTD, OTR

GRADUATE FACULTY
Karla Ausderau (kausderau@wisc.edu)
INSTRUCTORS, PROGRAM STAFF, AND FACULTY WEBSITES (HTTPS://KINESIOLOGY.EDUCATION.WISC.EDU/OT/PEOPLE/)

This is a named option within the Occupational Therapy, OTD (p. 1152).

The Entry-Level Occupational Therapy Doctorate (OTD) is a three-year, full-time program. Our cohort is an intimate 32 students who receive the individualized advising and support they need to develop into successful clinicians and leaders. The program includes the fundamentals of occupational therapy best practice with values emphasizing the importance of occupation, cultural responsiveness, ethical practice, interprofessional collaboration, and social justice. Our courses are organized into four main threads:

- Practice - Occupation-centered and evidence-based
- Research - Critical application and participation in clinically relevant research
- Leadership - Respectful advocacy, influence and transformation
- Wellness - Promoting health in self and others

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>The program does not admit in the fall.</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>January 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>

Admission to the entry-level professional program in occupational therapy requires:

- Bachelor’s degree (or equivalent) from a regionally accredited school of higher education by the start of the program
- Transcripts from each college, university, or technical college attended showing work completed and in progress
- Documentation of paid or volunteer experience in at least two different settings serving persons across the lifespan with physical, behavioral or mental health disabilities
- Direct observation of Registered Occupational Therapists, or Certified Occupational Therapy Assistants, providing services is highly recommended
- Personal statement responding to prompts provided on the graduate application
- At least a “C” or better in the following prerequisite courses or their equivalent:
  - Lifespan Development (6 credits)
  - Abnormal Psychology (3 credits)
  - Statistics (3 credits)
  - Human Physiology (3-5 credits WITH LAB)
  - Human Anatomy (3-5 credits)
  - Human Anatomy Lab (1-3 credits)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Our 75 years of generous alumni have provided a number of private scholarships for our students which support tuition, research, travel and other opportunities. Please explore our website for the most current scholarship options available. https://kinesiology.education.wisc.edu/elotd/

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

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- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>97 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (49 credits out of 97 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a> (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/</a>)).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires students maintain a graduate grade point average (GPA) of 3.00 (on a 4.00 scale) for courses numbered 300 and above (excluding research) to receive a degree. Conditions for probationary status may require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

Assessments and Examinations

Capstone project proposal and final product must be reviewed and approved by a dissertation committee of graduate faculty per Graduate School policy.

Language Requirements

No language requirements.

Doctoral Minor/ Breadth Requirements

Breadth is provided via interdisciplinary training (minor requirement waived).

REQUIRED COURSES

The Entry Level OTD has a prescribed curriculum of 97 credits total.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Summer 1 (9 credits)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANATOMY 622</td>
<td>Human Anatomy-Physical Therapy, Occupational Therapy</td>
<td>6</td>
</tr>
<tr>
<td>OCC THER 650</td>
<td>Enabling Occupations: Introduction</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 731</td>
<td>Living Well: Wellness Promotion for Graduate Students</td>
<td>1</td>
</tr>
<tr>
<td><strong>Fall 1 (15 credits)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCC THER 640</td>
<td>Applied Neuroanatomy for Allied Health Professionals</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 651</td>
<td>Clinical Conditions I</td>
<td>1</td>
</tr>
<tr>
<td>OCC THER 710</td>
<td>Professional and Leadership Skills 1: Foundations</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 722</td>
<td>Enabling Occupations 1: Adult Focus</td>
<td>4</td>
</tr>
<tr>
<td>OCC THER 770</td>
<td>Evidence Based Practice Lab Practicum</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 771</td>
<td>Evidence Based Practice 1: Basics</td>
<td>3</td>
</tr>
<tr>
<td><strong>Spring 1 (14 credits)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCC THER 711</td>
<td>Professional and Leadership Skills 2: Effective Interprofessional Relationships</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 723</td>
<td>Enabling Occupations 2: Adult Focus</td>
<td>4</td>
</tr>
<tr>
<td>OCC THER 726</td>
<td>Level 1 Fieldwork A: Adult Physical Disabilities</td>
<td>1</td>
</tr>
<tr>
<td>OCC THER 732</td>
<td>Living Well: Designing Occupation-based Wellness Promotion</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 770</td>
<td>Evidence Based Practice Lab Practicum</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 772</td>
<td>Evidence Based Practice 2: Research Design, Methods, and Analysis</td>
<td>3</td>
</tr>
<tr>
<td><strong>Summer 2 (10 credits)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCC THER 652</td>
<td>Clinical Conditions II</td>
<td>1</td>
</tr>
<tr>
<td>OCC THER 724</td>
<td>Enabling Occupations 3: Mental Health Across the Life Span</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 727</td>
<td>Level 1 Fieldwork B: Community-Based Mental Health</td>
<td>1</td>
</tr>
<tr>
<td>OCC THER 733</td>
<td>Promoting Health and Wellness for Populations</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 814</td>
<td>Communicating OT to Interprofessional Audiences</td>
<td>3</td>
</tr>
<tr>
<td><strong>Fall 2 (15 credits)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCC THER 725</td>
<td>Enabling Occupations 4: Pediatrics</td>
<td>5</td>
</tr>
<tr>
<td>OCC THER 728</td>
<td>Level 1 Fieldwork C: Pediatrics</td>
<td>1</td>
</tr>
<tr>
<td>OCC THER 770</td>
<td>Evidence Based Practice Lab Practicum</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 773</td>
<td>Evidence Based Practice 3: Research Translation</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 811</td>
<td>Applied Leadership and Management in OT</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 821</td>
<td>Case Synthesis 1</td>
<td>1</td>
</tr>
</tbody>
</table>
result in academic probation with a hold on future enrollment or in receiving a grade of U in research credits. This review could be triggered if a student who earned grades of BC, C, D, F, or Incomplete in a graduate course is re-enrolled.

The Graduate School regularly reviews the record of any student who is considered for probation. Additional justification and/or documentation is needed for work taken more than five years ago to be considered; coursework should be less than five years old to be considered; additional justification and/or documentation is needed for work taken between five and ten years. Every graduate student is required to have an advisor to meet UW-Madison University Special and Graduate tuition requirements.

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count up to 30 credits of coursework from other institutions. Coursework should be less than five years old to be considered, additional justification and/or documentation are needed for work taken between five and ten years. Work more than ten years old will not be considered.

UW-Madison Undergraduate
No undergraduate coursework will be allowed to count toward OTD requirements.

UW-Madison University Special
With program approval and payment of the difference in tuition (between University Special and Graduate tuition), students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW-Madison University Special student. These credits are considered part of the total allowable credits available for a student to transfer. Coursework should be less than five years old to be considered; additional justification and/or documentation is needed for work taken between five and ten years. Work more than ten years old will not be considered.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School. See Probation (http://grad.wisc.edu/acadpolicy/#probation) on the Graduate School website.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor to meet UW-Madison University Special and Graduate tuition requirements, and accordingly, and of its own volition, the department assigns an advisor to each student. The advisor is a graduate or clinical faculty member.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis. The OTD Program Coordinator will advise students in the early stages of their studies until a permanent advisor is assigned. The advisor may also serve on the student's capstone project committee.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for all grievances and appeals)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for conflicts involving students)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)
Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school's Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean's office.

Questions about these procedures can be directed to the School of Education Dean's Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER

None.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

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INSTRUCTORS, PROGRAM STAFF, AND FACULTY WEBSITES (HTTPS://KINESIOLOGY.EDUCATION.WISC.EDU/OT/PEOPLE/)

OCCUPATIONAL THERAPY: POST-PROFESSIONAL, OTD

This is a named option within the Occupational Therapy, OTD (p. 1152).

The post-professional OTD program is a part-time, structured online curriculum serving occupational therapists' need for distance access and flexibility to acquire advanced practice and leadership skills. The OTD program trains occupational therapists to become visionary leaders, engage in inter-professional education and practice, and facilitate research translation. Students enter as a cohort in the fall semester and complete the program over three years of part-time study. There is an option to complete within two years as well.
The Post-Professional OTD cultivates and grows practitioners interested in pursuit of careers in health care management, education and public service. Students enrolled in the program will already have the professional clinical training necessary for certification and licensure as occupational therapists. Through this curriculum and completion of a capstone project, occupational therapists will expand their knowledge of the health and education delivery systems, the policies influencing transformation of care in these environments and will gain the tools needed to be visionary leaders in interprofessional contexts.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>July 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>April 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examination)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>2</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

Admission to the Post-Professional named option requires:

- Master’s degree from a regionally accredited school of higher education in occupational therapy or a related field.
- Registration as an occupational therapist or eligibility within first year of enrollment
- Transcripts from each college, university, or technical college attended showing work completed and in progress
- Personal statement responding to prompts provided on the graduate application
- Personal letters of recommendation (two required, optional for a third)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>64 credits (34 beyond the M.S.)</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(https://my.wisc.edu/">https://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(https://my.wisc.edu/</a> CourseGuideRedirect/BrowseByTitle/)).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires students maintain a graduate grade point average (GPA) of 3.00 (on a 4.00 scale) for courses numbered 300 and above (excluding research) to receive a degree. Conditions for probationary status may require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>
Assessments and Examinations
Capstone project proposal and final product must be reviewed and approved by a dissertation committee of graduate faculty per Graduate School policy.

Language Requirements
No language requirements.

Doctoral Minor/Breadth Requirements
Breadth is provided via interdisciplinary training (minor requirement waived).

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCC THER 811</td>
<td>Applied Leadership and Management in OT</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 871</td>
<td>Application of Occupational Therapy Evidence in the Practice Environment</td>
<td>2</td>
</tr>
<tr>
<td>Elective course 1</td>
<td></td>
<td>1-3</td>
</tr>
<tr>
<td>Spring 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCC THER 872</td>
<td>Using Information to Optimize Practice</td>
<td>3</td>
</tr>
<tr>
<td>KINES 785</td>
<td>Human Occupation and Health</td>
<td>2</td>
</tr>
<tr>
<td>OCC THER 880</td>
<td>Introduction to Capstone</td>
<td>1</td>
</tr>
<tr>
<td>Elective course 1</td>
<td></td>
<td>1-3</td>
</tr>
<tr>
<td>Summer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCC THER 812</td>
<td>Current Trends Shaping Occupational Therapy Practice</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 873</td>
<td>Advanced Outcome Measurement in Occupational Therapy</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 814</td>
<td>Communicating OT to Interprofessional Audiences</td>
<td>3</td>
</tr>
<tr>
<td>Fall 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCC THER 881</td>
<td>Capstone Project 1</td>
<td>3</td>
</tr>
<tr>
<td>OCC THER 813</td>
<td>Advanced Practice in Interprofessional Contexts</td>
<td>3</td>
</tr>
<tr>
<td>Elective course 1</td>
<td></td>
<td>1-3</td>
</tr>
<tr>
<td>Spring 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCC THER 882</td>
<td>Capstone Project II</td>
<td>3</td>
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<tr>
<td>Elective course 1</td>
<td></td>
<td>2-3</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>34-41</td>
</tr>
</tbody>
</table>

1 Five total elective credits must be taken. Options include OCC THER 890 Inter-Professional Development for Leadership, KINES 699 Independent Study, or E P D courses, including: E P D 701 Writing for Professionals, E P D 702 Professional Presentations, E P D/L I S 703 Managing Digital Information, E P D 704 Organizational Communication and Problem Solving, or E P D 713 Key Legal Concepts for Professionals.

Beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**
With program approval, students are allowed to count up to 30 credits of graduate coursework from other institutions. Coursework should be less than five years old to be considered; additional justification and/or documentation are needed for work taken between five and ten years. Work more than ten years old will not be considered.

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PEOPLE

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LA FOLLETTE SCHOOL OF PUBLIC AFFAIRS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- International Public Affairs, MIPA (p. 1161)
- Public Affairs, Doctoral Minor (p. 1166)
- Public Affairs, MPA (p. 1166)

PEOPLE


INTERNATIONAL PUBLIC AFFAIRS, MIPA

The Master of International Public Affairs (MIPA) Program provides education in public policy and global governance that prepares students from the United States and around the world to work in government, in businesses engaged with the global economy, for non-governmental organizations, or with consulting firms analyzing international policies.

The award-winning La Follette School faculty includes economists, political scientists, sociologists, and public affairs scholars who teach the skills and tools needed for a career in public affairs. They are experts in social policy, health policy and management, public administration, public policy analysis, environmental policy, poverty, and tax policy and government finance.

Beyond campus, the city of Madison, as the state capital, provides a wealth of opportunities for La Follette School students to participate in outreach and acquire practical experience as professional project assistants or interns with public and private entities. Students benefit from the strong relationships that La Follette School faculty have with these organizations, in keeping with the Wisconsin Idea of public service.

This includes the Family Impact Seminar and Committee Connect—opportunities that use evidence-based research to inform policymakers and improve public policy.

INTERNATIONAL PUBLIC AFFAIRS DOUBLE DEGREES, DUAL DEGREES, AND CERTIFICATE PROGRAMS

Some students earn additional credentials while they work toward their public affairs degrees. Students must follow double degree (https://grad.wisc.edu/acadpolicy/?policy=doubledegrees) and dual degree (https://grad.wisc.edu/acadpolicy/?policy=dualdegreesgradprof) policies. The following combined degree and certificate programs are available, though students choose to do double-degrees and graduate certificates beyond those listed below:

- Law (Juris Doctorate)
- Master of Public Health
- Master of Science in Urban and Regional Planning
- Doctorate in Neuroscience
- Energy Analysis and Policy Certificate through the Nelson Institute in Environmental Studies
- Business, Environment, & Social Responsibility; Entrepreneurship; or Strategic Innovation offered through the Wisconsin School of Business.
- Certificates from area studies programs

Law and International Public Affairs (MIPA/J.D.)

Increasingly, careers in the federal, state and local governments, as well as nonprofit organizations and private sector businesses require an understanding of public administration, policy analysis, and public affairs, as well as law. Many students choose to pursue the dual law and public affairs degree because of their interest in employment in government agencies, government relations law practice, or in other policy-oriented firms and organizations.

For most students the dual degree program will add about a year of study to the three years it takes to complete law school, but will save approximately one year of study compared to doing the two programs separately.

Public Health and International Public Affairs (MIPA/MPH)

The Master of International Public Affairs (MIPA) and Master of Public Health (MPH) dual-degree program prepares health policy professionals as policy analysts and public managers in the increasingly important area of health care. Dual-degree MIPA/MPH students develop a solid foundation in policy analysis and global governance offered by La Follette faculty and substantive knowledge in public health offered through the School of Medicine and Public Health.

The dual degree program generally takes between two and one-half years to three years to complete, including summers.

Neuroscience and International Public Affairs (MIPA/PH.D.)

Advances in neuroscience have important policy implications for child welfare and education, community development, mental health and health care, bioethics and aging, environmental risks and national security. The Neuroscience and Public Policy Program (NPP) and the La Follette School of Public Affairs courses prepare students to work in the growing array of domestic or international policy jobs involved in the management of science and its integration into policy analysis and design. Students become good scientists and effective communicators, managers, and advocates of good public policy.
The double degree program typically takes five years to complete, including summers. Degree requirements are completed in the first three years. The focus of the fourth year is on research and thesis development, as well as completion of the Ph.D. Preliminary Exam. Students continue doing research and defend their thesis in the fifth year.

Urban and Regional Planning and International Public Affairs (MIPA/M.S. in URPL)
The La Follette School and the Department of Planning and Landscape Architecture offer a three-year double-degree program in urban and regional planning and public affairs that culminates in two degrees: a Master of International Public Affairs degree and a Master of Science in Urban and Regional Planning.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose first language is not English and whose complete four-year undergraduate instruction was not in English, must provide official scores from the Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS) or the Michigan English Language Assessment Battery (MELAB). The applicant must provide at least one of these minimum standardized test scores: TOEFL computer-based test score 237, TOEFL internet-based test score 92, IELTS score 7, or MELAB 82. Even if a student has the minimum score, the program can require the admitted applicant to take the on-campus ESL exam and register for any recommended English-as-a-second-language course(s) in the first semester of graduate study.</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

Applicants for the MIPA program should submit transcripts showing undergraduate performance with at least the equivalent of a 3.0 G.P.A. (on a 4.0 scale), three references, a statement of purpose, Graduate Record Exam (GRE) scores, and a resume. Prerequisites include: ECON 101 Principles of Microeconomics and ECON 102 Principles of Macroeconomics, PSYCH 210 Basic Statistics for Psychology or MATH 221 Calculus and Analytic Geometry 1 or MATH 222 Calculus and Analytic Geometry 2 or STAT 301 Introduction to Statistical Methods SOC/C&G SOC 360 Statistics for Sociologists I, and POLI SCI 120 Introduction to Comparative Politics or POLI SCI 140 Introduction to International Relations, and three semesters of language study. Applicants without this background may be admitted with the understanding that these courses will be completed before beginning the program.

Every applicant whose first language is not English and whose complete four-year undergraduate instruction was not in English, must provide official scores from the Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS) or the Michigan English Language Assessment Battery (MELAB). The applicant must provide at least one of these minimum standardized test scores: TOEFL computer-based test score 237, TOEFL internet-based test score 92, IELTS score 7, or MELAB 82. Even if a student has the minimum score, the program can require the admitted applicant to take the on-campus ESL exam and register for any recommended English-as-a-second-language course(s) in the first semester of graduate study.

The La Follette School of Public Affairs only admits for the fall semester. The priority deadline for admission is listed above in the table. Applications are accepted after this date on a rolling admission basis, but there is no guarantee that space in the incoming class will be available.

For the Fall 2021 cycle of admissions, the GRE requirement is waived due to COVID-19.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

La Follette School fellowships and assistantships are offered on a merit basis to select public affairs and international public affairs applicants who submit all application materials by January 1. Need is considered for some scholarships, so submitting a FAFSA by December 1 is also recommended.

Please refer to the Funding and Financial Information (https://www.lafollette.wisc.edu/admissions/funding-financial-information/) section of the La Follette School website for more information (www.lafollette.wisc.edu).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Details</th>
<th>Minimum Credit Requirement</th>
<th>MIPA: 42 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MIPA accelerated track: 36 credits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>MIPA: 16 credits</td>
<td></td>
</tr>
<tr>
<td>MIPA accelerated track: 36 credits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (21 out of 42 total credits) must be completed in graduate-level coursework. For MIPA accelerated track, 19 of 36 must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
<td></td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a BC or above in all core curriculum coursework. A grade of C is the minimum grade permitted in elective courses that count toward a La Follette School degree.</td>
<td></td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirement.</td>
<td></td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Students must complete 42 credits, including six core courses, a one-credit professional development seminar, plus eight elective courses. An internship can count for up to three elective credits. The program generally takes two years.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB AFFR 800</td>
<td>Public Affairs Professional Development Workshop</td>
<td>1</td>
</tr>
<tr>
<td>PUB AFFR 818</td>
<td>Introduction to Statistical Methods for Public Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 880</td>
<td>Microeconomic Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 850</td>
<td>International Governance</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 854</td>
<td>Macroeconomic Policy and International Financial Regulation</td>
<td>3</td>
</tr>
<tr>
<td>or PUB AFFR 856</td>
<td>Trade, Competition, and Governance in a Global Economy</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 873</td>
<td>Introduction to Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 860</td>
<td>Workshop in International Public Affairs</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Electives in International Public Affairs

Students build proficiency beyond the core requirements through elective courses, including:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB AFFR 819</td>
<td>Advanced Statistical Methods for Public Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 827</td>
<td>Administrative Internship</td>
<td>1-3</td>
</tr>
<tr>
<td>PUB AFFR/ POLI SCI 871</td>
<td>Public Program Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR/A A E/ENVIR ST/ POP HLTH 881</td>
<td>Benefit-Cost Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>

Regional Focus Fields

Regional focus fields develop broad expertise in a geographic region by clustering courses, including language courses, across several disciplines, typically emphasizing courses in the social sciences. In building regional focus fields, MIPA students take advantage of the university’s strong area studies centers, which include:

- African Studies (http://africa.wisc.edu)
- East Asian Studies (http://eastasia.wisc.edu/)
- European Studies (http://uw-madison-ces.org/)
- Latin American, Caribbean, and Iberian Studies (http://lacis.wisc.edu/)
- Middle East Studies (http://mideast.wisc.edu/)
- Russian, East European, and Central Asian Studies (http://creeca.wisc.edu/)
- South Asian Studies (http://southasia.wisc.edu/)
- Southeast Asian Studies (http://seasia.wisc.edu/)

Recommended Two-Year Plan of Study

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall Year One</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUB AFFR 800</td>
<td>Public Affairs Professional Development Workshop</td>
<td>1</td>
</tr>
<tr>
<td>PUB AFFR 818</td>
<td>Introduction to Statistical Methods for Public Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 880</td>
<td>Microeconomic Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td><strong>Spring Year One</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUB AFFR 850</td>
<td>International Governance</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 854</td>
<td>Macroeconomic Policy and International Financial Regulation</td>
<td>3</td>
</tr>
<tr>
<td>or PUB AFFR 856</td>
<td>Trade, Competition, and Governance in a Global Economy</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 873</td>
<td>Introduction to Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td><strong>Fall Year Two</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUB AFFR 860</td>
<td>Workshop in International Public Affairs</td>
<td>3</td>
</tr>
<tr>
<td><strong>Spring Year Two</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

Every graduate student will have one faculty advisor in addition to the Admissions and Advising Coordinator to support their academic progress.

CREDITS PER TERM ALLOWED

MIPA: Credit load by term varies. Students typically take 10 credits in their first semester in the program, increasing to 12 credits for the next two semesters so that they can plan a lighter load of 9 credits when in their final spring semester due to demands from their workshop course. Students need advisor approval to take 15 credits.

MIPA accelerated track: 12 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

INTERNATIONAL PUBLIC AFFAIRS CAREERS

Career development is an integral part of the La Follette School experience, and data show extremely high percentages of employment three to six months post-graduation. The La Follette School offers:

• Visits with local employers as well as regular trips to Washington, D.C. and Chicago
• Networking opportunities
• Career development seminars with public affairs professionals
• Connections with alumni mentors

The career services coordinator works with students one-on-one to develop essential skills, such as interviewing, writing strong cover letters and resumes, and researching internships and permanent employment. During the first semester course Professional Development Workshop (https://www.lafollette.wisc.edu/degree-programs/courses/pa-800-professional-development-workshop/), students also create an individual plan and portfolio that help them proactively move toward their academic and career goals.

La Follette School alumni work in all levels of government, nonprofit organizations, and the private sector. Popular positions include policy analyst, consultant, executive director, research analyst, project manager, and government liaison. MIPA alumni have held positions with these agencies, organizations, and businesses:

• American Red Cross
• Aspen Institute
• CARE in Afghanistan
• Congressional-Executive Commission on China
• Deloitte
• Governments of Chile, Japan, and Korea
• Peace Corps
• United Nations Development Programme
• U.S. Agency for International Development
• U.S. Central Intelligence Agency
• U.S. Department of Homeland Security
• U.S. Department of State

Please refer to the Career Development (https://www.lafollette.wisc.edu/career-development/) section of the La Follette School website for more information (www.lafollette.wisc.edu).

LEARNING OUTCOMES

1. (Knowledge) Students will demonstrate understanding of major current and past policy debates, research findings, and analytical methodologies in each of the following core areas: microeconomic policy analysis, macroeconomic policy analysis, quantitative tools for policy analysis, policy analysis, and international governance.
2. (Knowledge) Students will demonstrate critical thinking skills. They will retrieve and examine the policy literature and evaluate evidence for and against hypotheses, identify knowledge gaps, strengths and weaknesses in existing literature, synthesize knowledge, and develop conclusions.
3. (Applied research skills) Students will read, comprehend, and effectively summarize policy research and policy-relevant academic research.
4. (Applied research skills) Students will effectively summarize data for a general (nonacademic) or policy audience.
5. (Applied research skills) Students will demonstrate competency in methods of inferential statistics including those associated with multivariate regression models.
6. (Professional and ethical conduct) Students will identify and appropriately respond to scenarios involving the ethical and professional responsibilities of public administration.
7. (Professional and ethical conduct) Students will demonstrate the ability to maintain human subjects protections when designing studies, collecting data and reporting results.
8. (Professional and ethical conduct) Students will know and adhere to high levels of professional conduct, ethical decision-making and legal and regulatory compliance.
9. (Professional and ethical conduct) Students will demonstrate the ability to maintain fidelity to objective social science-based research methods.
10. (Communication) Students will communicate in clear written language: a real-world policy problem, relevant scholarly studies and practical applications, a policy-analytic method to investigate the problem, and client-oriented advice to mitigate the problem.
11. (Communication) Students will communicate substance of point 1 highly concisely and in language understandable to a non-specialist.
12. (Communication) Students will communicate substance of point 2 orally.
13. (Professional skills and career preparation) Students will develop effective job-seeking tools and utilize job-seeking techniques.
14. (Professional skills and career preparation) Students will complete high quality group projects, including demonstration of effective project management and teamwork.

PEOPLE

Faculty (http://lafollette.wisc.edu/faculty-staff/): Blank, Chinn, Collins, Copelovitch, Durrance, Edwards, Fletcher, Garcia, Halpern-Meeking,
Public Affairs, Doctoral Minor

Any student enrolled in a UW–Madison doctoral program can pursue a doctoral minor in Public Affairs. The doctoral minor offers training in the field of public affairs and can be tailored to a student's specific interests. A doctoral minor in Public Affairs provides breadth and skills in public policy analysis, program evaluation, and public management.

ADMISSIONS

To be approved for the minor in Public Affairs, the candidate must complete the Minor Agreement Form and submit it to the Student Services Coordinator at the La Follette School prior to completion of six credits of minor coursework at UW-Madison. The student must have had at least one college level course in either calculus or statistics and at least one introductory college level course in microeconomics or macroeconomics and received B's or above in these courses. At UW-Madison, STAT 301, ECON 101 and ECON 102 meet these prerequisite requirements.

The student must have a program of study approved by the Associate Director of the La Follette School of Public Affairs and the student's major PhD advisor, early in the student's graduate work.

The student must achieve a 3.0 GPA in courses used to satisfy the minor requirements.

The student may request that one relevant policy course from another UW-Madison graduate department be counted toward the minor with prior approval.

The student is advised to check in with the La Follette Student Services Coordinator; call 608-262-3582 with questions.

Approval of one transfer course is possible. A transcript, syllabus, and course description is required for evaluation.

REQUIREMENTS

The La Follette School of Public Affairs doctoral minor requires 12 credits or four 3-credit courses.

Two courses, or six credits must be chosen from the following upper level La Follette School policy analysis or management courses, and at least one of the two courses must be a policy analysis course. PUB AFFR 818 should be taken before PUB AFFR 819 and PUB AFFR/POLI SCI 871 unless the student has already taken a graduate level statistical analysis course.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB AFFR 818</td>
<td>Introduction to Statistical Methods for Public Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 819</td>
<td>Advanced Statistical Methods for Public Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR/POLI SCI 871</td>
<td>Public Program Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 873</td>
<td>Introduction to Policy Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>

The other two courses, or six credits may come either from other courses listed in (2) or from the following elective courses offered by the La Follette school of Public Affairs:

<table>
<thead>
<tr>
<th>Code</th>
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<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB AFFR/ENVIR ST/URB R PL 809</td>
<td>Introduction to Energy Analysis and Policy</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 864</td>
<td>Health Policy and Policy Design</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR/ENVIR ST/POLI SCI 866</td>
<td>Global Environmental Governance</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR/POLI SCI 875</td>
<td>Public Personnel Administration</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR/SOC WORK 887</td>
<td>Nonprofit Leadership</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 888</td>
<td>Comparative and National Social Policy</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 974</td>
<td>Topics in Public Affairs</td>
<td>3</td>
</tr>
</tbody>
</table>

PEOPLE


Public Affairs, MPA

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PUBLIC AFFAIRS COMBINED DEGREES AND CERTIFICATE PROGRAMS

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- Master of Science in Urban and Regional Planning
- Doctorate in Neuroscience
- Energy Analysis and Policy Certificate through the Nelson Institute in Environmental Studie
- Business, Environment, & Social Responsibility; Entrepreneurship; or Strategic Innovation offered through the Wisconsin School of Business.

Law and Public Affairs (MPA/J.D.)
Increasingly, careers in the federal, state and local governments, as well as nonprofit organizations and private sector businesses require an understanding of public administration, policy analysis, and public affairs, as well as law. Many students choose to pursue the dual law and public affairs degree because of their interest in employment in government agencies, government relations law practice, or in other policy-oriented firms and organizations.

For most students the dual degree program will add about a year of study to the three years it takes to complete law school, but will save approximately one year of study compared to doing the two programs separately.

Public Health and Public Affairs (MPA/MPH)
The Master of Public Affairs (MPA) and Master of Public Health (MPH) dual-degree program prepares health policy professionals as policy analysts and public managers in the increasingly important area of health care. Dual-degree MPA/MPH students develop a solid foundation in policy analysis and public management offered by La Follette faculty and substantive knowledge in public health offered through the School of Medicine and Public Health.

The dual degree program generally takes between two and one-half years to three years to complete, including summers.

Neuroscience and Public Affairs (MPA/Ph.D.)
Advances in neuroscience have important policy implications for child welfare and education, community development, mental health and health care, bioethics and aging, environmental risks and national security. The Neuroscience and Public Policy Program (NPP) and the La Follette School of Public Affairs courses prepare students to work in the growing array of domestic or international policy jobs involved in the management of science and its integration into policy analysis and design. Students become good scientists and effective communicators, managers, and advocates of good public policy.

The double degree program typically takes five years to complete, including summers. Degree requirements are completed in the first three years. The focus of the fourth year is on research and thesis development, as well as completion of the Ph.D. Preliminary Exam. Students continue doing research and defend their thesis in the fifth year.

Urban and Regional Planning and Public Affairs (MPA/M.S. in URPL)
The La Follette School and the Department of Planning and Landscape Architecture offer a three-year double-degree program in Urban and Regional Planning and Public Affairs that culminates in two degrees: a Master of Public Affairs degree and a Master of Science in Urban and Regional Planning.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/ of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Applicants for the MPA program should submit official transcripts showing undergraduate performance with at least the equivalent of a 3.0 G.P.A. (on a 4.0 scale), three references, a statement of purpose, Graduate Record Exam (GRE) scores, and a resume. Prerequisite courses include: ECON 101 Principles of Microeconomics, PSYCH 210 Basic Statistics for Psychology or MATH 221 Calculus and Analytic Geometry 1 or MATH 222 Calculus and Analytic Geometry 2 or STAT 301 Introduction to Statistical Methods or SOC/C&E SOC 360 Statistics for Sociologists I, and POLI SCI 104 Introduction to American Politics and Government. Applicants without this background may be admitted with the understanding that these courses will be completed before beginning the program.
Every applicant whose first language is not English and whose complete four-year undergraduate instruction was not in English, must provide official scores from the Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS) or the Michigan English Language Assessment Battery (MELAB). The applicant must provide at least one of these minimum standardized test scores: TOEFL computer-based test score 237, TOEFL internet-based test score 92, IELTS score 7, or MELAB 82. Even if a student has the minimum score, the program can require the admitted applicant to take the on-campus ESL exam and register for any recommended English-as-a-second-language course(s) in the first semester of graduate study.

The La Follette School of Public Affairs only admits for the fall semester. The priority deadline for admission is listed above in the table. Applications are accepted after this date on a rolling admission basis, but there is no guarantee that space in the incoming class will be available.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

La Follette School fellowships and assistantships are offered on a merit basis to select public affairs and international public affairs applicants who submit all application materials by January 1. Need is considered for some scholarships, so submitting a FAFSA by December 1 is also recommended.

Please refer to the Funding and Financial Information (https://www.lafollette.wisc.edu/admissions/funding-financial-information/) section of the La Follette School website for more information (www.lafollette.wisc.edu).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
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<tr>
<th>Mode of Instruction Definitions</th>
</tr>
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<td><strong>Accelerated:</strong> Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
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<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>MPA: 42 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>MPA with accelerated track: 36 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (21 out of 42 total credits) must be completed in graduate-level coursework. For MPA accelerated track, 19 of 36 must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a BC or above in all core curriculum coursework. A grade of C is the minimum grade permitted in elective courses that count toward a La Follette School degree.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>n/a</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirement.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Students must complete 42 credits, including six core courses, a one-credit professional development seminar, plus eight elective courses. An internship can count for up to three elective credits. The program generally takes two years.

Six required courses are the foundation of the MPA degree program:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB AFFR 800</td>
<td>Public Affairs Professional Development Workshop</td>
<td>1</td>
</tr>
<tr>
<td>PUB AFFR 818</td>
<td>Introduction to Statistical Methods for Public Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR/POLI SCI/URB R PL 874</td>
<td>Policy-Making Process</td>
<td>3</td>
</tr>
<tr>
<td>PUB AFFR 880</td>
<td>Microeconomic Policy Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>
GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 12 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements. This work does not appear on UW–Madison transcript nor count toward graduate career GPA.

UW–Madison Undergraduate
Up to 7 credits from a UW–Madison undergraduate degree are allowed to count toward the degree. This work will not appear on the student’s graduate transcript. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

Every graduate student will have one faculty advisor in addition to the Admissions and Advising Coordinator to support their academic progress.

CREDITS PER TERM ALLOWED

MPA: Credit load by term varies. Students typically take 10 credits in their first semester in the program, increasing to 12 credits for the next two semesters so that they can plan a lighter load of 9 credits when in their final spring semester due to demands from their workshop course. Students need advisor approval to take 15 credits.

MPA with accelerated track: 12 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.
GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosostudents.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosostudents.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program departmental or school college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

PUBLIC AFFAIRS CAREERS
Career development is an integral part of the La Follette School experience, and data show extremely high percentages of employment three to six months post-graduation. The La Follette School offers:

- Visits with local employers as well as regular trips to Washington, D.C. and Chicago
- Networking opportunities
- Career development seminars with public affairs professionals
- Connections with alumni mentors

The career services coordinator works with students one-on-one to develop essential skills, such as interviewing, writing strong cover letters and resumes, and researching internships and permanent employment. During the first-semester course Professional Development Workshop (https://www.lafollette.wisc.edu/degree-programs/courses/pa-800-professional-development-workshop/), students also create an individual plan and portfolio that help them proactively move toward their academic and career goals.

La Follette School alumni work in all levels of government, nonprofit organizations, and the private sector. Popular positions include policy analyst, consultant, executive director, research analyst, project manager, and government liaison. MPA alumni have held positions with these agencies, organizations, and businesses:

- Congressional Research Service
- Deloitte
- Duke Margolis Health Policy Center
- Federal Bureau of Investigation
- Grant Thornton
- National Council on Crime and Delinquency
- Oregon Legislative Fiscal Office
- UW–Madison Center for Education Research
- U.S. Government Accountability Office
- U.S. Department of Transportation
- Wisconsin Department of Health Services
- Wisconsin Legislative Audit Bureau

Please refer to the Career Development (https://www.lafollette.wisc.edu/career-development/) section of the La Follette School website for more information (www.lafollette.wisc.edu).

LEARNING OUTCOMES

1. (Knowledge) Demonstrate understanding of major current and past policy debates, research findings, and analytical methodologies in each of the following core areas: microeconomic policy analysis, quantitative tools for policy analysis, policy analysis, the policymaking process, and public management.
2. (Knowledge) Demonstrate critical thinking skills. They will retrieve and examine the policy literature and evaluate evidence for and against hypotheses, identify knowledge gaps, strengths and weaknesses in existing literature, synthesize knowledge, and develop conclusions.
3. (Applied Research Skills) Read, comprehend, and effectively summarize policy research and policy-relevant academic research.
4. (Applied Research Skills) Effectively summarize data for a general (non-academic) or policy audience.
6. (Professional and Ethical Conduct) Identify and appropriately respond to scenarios involving the ethical and professional responsibilities of public administration.
7. (Professional and Ethical Conduct) Demonstrate the ability to maintain human subjects protections when designing studies, collecting data and reporting results.
8. (Professional and Ethical Conduct) Know and adhere to high levels of professional conduct, ethical decision-making and legal and regulatory compliance.
9. (Professional and Ethical Conduct) Demonstrate the ability to maintain fidelity to objective social science-based research methods.
10. (Communication) Communicate in clear written language: a real-world policy problem, relevant scholarly studies and practical applications, a policy-analytic method to investigate the problem, and client-oriented advice to mitigate the problem.
11. (Communication) Communicate substance of point 1 highly concisely and in language understandable to a non-specialist.
12. (Communication) Communicate substance of point 2 orally.
14. (Professional Skills and Career Preparation) Complete high quality group projects, including demonstration of effective project management and teamwork.

**SECOND LANGUAGE ACQUISITION, DOCTORAL MINOR**

The Option A minor in Second Language Acquisition (SLA) offers graduate students both a theoretical and a practical background in the increasingly important area of SLA. After completing the minor, students will be prepared to understand research in SLA and to develop teaching curricula based on principles of second language learning and teaching.

**ADMISSIONS**

Students wishing to minor in SLA should first contact the relevant SLA committee member (http://sla.wisc.edu/people/faculty/) in their department who will refer them to the SLA minor advisor. Students declaring the minor are required to meet with Professor Naomi Geyer (nfgeyer@wisc.edu), SLA minor advisor, before registering for SLA minor courses.

**REQUIREMENTS**

The SLA minor consists of 9 credits: a required course and two elective courses. Students without a background in linguistics and language pedagogy are encouraged to take introductory linguistics and teaching methodology courses before starting the SLA minor. Students may transfer up to 3 credits from prior graduate work, upon approval.

All students are required to take ENGL 318 Second Language Acquisition or CURRIC 673 Learning Second Language and Literacies. Students also choose two courses from the approved SLA list. With approval of the SLA minor advisor, students may count up to 3 credits (one course) of prior graduate study toward the minor.

**Approved SLA course list**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFRICAN 701</td>
<td>Advanced Topics in African Linguistics ¹</td>
<td>3</td>
</tr>
<tr>
<td>CURRIC 673</td>
<td>Learning Second Language and Literacies</td>
<td>1-6</td>
</tr>
<tr>
<td>CURRIC 674</td>
<td>Advanced Methods in Teaching English as a Second Language</td>
<td>3-6</td>
</tr>
<tr>
<td>CURRIC 675</td>
<td>General Seminar ¹</td>
<td>1-3</td>
</tr>
<tr>
<td>CURRIC 743</td>
<td>Educational Technology for Deep Language Learning ²</td>
<td>1-3</td>
</tr>
<tr>
<td>CURRIC 964</td>
<td>Seminar in World Language Education</td>
<td>1-3</td>
</tr>
<tr>
<td>CURRIC 975</td>
<td>General Seminar ²</td>
<td>2-3</td>
</tr>
<tr>
<td>ENGL 414</td>
<td>Global Spread of English ³</td>
<td>3</td>
</tr>
</tbody>
</table>

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**LANGUAGE INSTITUTE**

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES**

- Second Language Acquisition, Doctoral Minor (p. 1171)
- Second Language Acquisition, Ph.D. (p. 1172)

**PEOPLE**

SLA Steering Committee - The interdisciplinary SLA Steering Committee (https://sla.wisc.edu/steering-committee-members/) is comprised of members from the units listed below.

African Cultural Studies: Professor Katrina Thompson

Asian Languages and Cultures: Associate Professor Naomi Geyer, Associate Professor Byung-Jin Lim and Professor Junko Mori

Curriculum and Instruction: Professor Margaret Hawkins, Associate Professor Mariana Pacheco, Assistant Professor Diego Roman, Professor Francois Toc hon and Professor Kate Vieira

English: Assistant Professor Jacee Cho

French and Italian: Associate Professor Heather Allen

German, Nordic, and Slavic: Professor Monika Chavez and Professor Karen Evans-Romaine

Spanish and Portuguese: Associate Professor Cathy Stafford

Staff: Kristin Dalby (Graduate Coordinator) and Skender Jahiu (Financial and Payroll Specialist)
Second Language Acquisition, Ph.D.

ENGL 420 Topics in English Language and Linguistics 3
ENGL 703 Research Methods in Composition Studies 3
ENGL/SOC 710 Interaction Analysis: Talk as Social Organization 3
ENGL 711 Research Methods in Applied Linguistics 3
ENGL 713 Topics in Contemporary English Linguistics 3
ENGL 715 Advanced Second Language Acquisition 3
ENGL 905 Seminar-Topics in Applied English Linguistics 3

French and Italian
FRENCH/ITALIAN 821 Issues in Methods of Teaching French and Italian 1-3

German
GERMAN 727 Topics in Applied Linguistics 3

Sociology
SOC 735 Ethnomethodology & Conversation Analysis 3

Spanish
Note: Spanish courses are generally offered in Spanish; contact instructor
SPANISH 544 Contemporary Issues in Applied Spanish Linguistics 3
SPANISH 630 Topics in Hispanic Linguistics 3
SPANISH 815 Seminar in Language: Modern Spanish 3

1 Topics courses. Students should see the SLA Minor Advisor for approval of topics appropriate for the minor.
2 Courses must be taken for a total of 3 credits, in one or multiple enrollments.
3 Instructor and SLA advisor consent required.

PEOPLE

SLA Steering Committee - The interdisciplinary SLA Steering Committee (https://sla.wisc.edu/steering-committee-members/) is comprised of members from the units listed below.

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French and Italian: Associate Professor Heather Allen
German, Nordic, and Slavic: Professor Monika Chavez and Professor Karen Evans-Romaine

Language Institute: Director Dianna Murphy
Spanish and Portuguese: Associate Professor Cathy Stafford
Staff: Kristin Dalby (Graduate Coordinator) and Skender Jahiu (Financial and Payroll Specialist)

SECOND LANGUAGE ACQUISITION, PH.D.

Second language acquisition (SLA) is the systematic study of learning, using, and sometimes losing any form of language beyond the mother tongue. SLA is a burgeoning research field because today there are more people on the planet who use at least two languages than there are monolinguals. For individual learners and for every community in diaspora, second language acquisition is an experience that challenges their knowledge of language, their understanding of different cultures, and their personal identities. The experiences and challenges surrounding SLA are studied by scholars whose training is in a variety of fields—linguistics, psychology, sociology, education, anthropology, and communication arts—a variety that makes the study of SLA richly interdisciplinary.

The Ph.D. Program in Second Language Acquisition at the University of Wisconsin–Madison is a rigorous interdisciplinary academic program that embodies the university’s mission to foster the study of globally important issues. In their coursework, students in the program learn from and collaborate with experienced and distinguished faculty in many departments and, through their original dissertation research, students generate and contribute new knowledge to the field. Students develop a thorough understanding of the scope of SLA as a field of inquiry, and develop and refine research skills that will serve them as they define and pursue their own research agenda. A Ph.D. in SLA opens the door to scholarly and professional careers as university faculty, directors of foreign language programs, educational policy makers, and multilingual specialists.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
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<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
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<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in the SLA program, depending on their qualifications, may receive financial support through several departments, programs, and institutes. Students with a background in foreign language or English teaching may work as graduate teaching assistants (TAs) in departments in which those languages are taught. Other students work as graduate project assistants (PA) for the Language Institute or other units on campus. In addition to these TA and PA positions, select SLA students receive university fellowships (including the Advanced Opportunity Fellowships) upon entry into the program or when working on their dissertations. If they meet the specific eligibility criteria, students may also compete, with the program’s support, in other grant and fellowship competitions, such as Foreign Language and Area Studies (FLAS) Fellowships. Additional funding opportunities are included in the information for current students on the SLA website (https://sla.wisc.edu/content/funding-resources/).
Language Requirements

Typically, the student must demonstrate an advanced level of academic oral and reading proficiency in two languages prior to taking preliminary exams. A plan for meeting this requirement is developed by the student and advisor during the student's first semester in the Program. The plan must be approved by the advisor and the SLA steering committee by the end of the first academic year.

Doctoral Minor/Breadth Requirements

Because of the broad, interdisciplinary nature of the SLA program course requirements, a minor is not required. A minor is optional, and, in some cases, may be strongly suggested. Students must submit a short statement (2-3 pages) at the end of their third semester, discussing how the courses that they have taken so far, as well as those that they plan to take in the future semester(s), inform their dissertation research and their envisioned career path.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>ENGL 318</td>
<td>Second Language Acquisition</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 711</td>
<td>Research Methods in Applied Linguistics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Research Methods (choose one):</strong></td>
<td><strong>6</strong></td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td></td>
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<tr>
<td>SOC/ C&amp;E SOC 360</td>
<td>Statistics for Sociologists I</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Quantitative Methods (choose one):</strong></td>
<td></td>
</tr>
<tr>
<td>CURRIC 714</td>
<td>Research and Evaluation Paradigms in Curriculum and Instruction</td>
<td></td>
</tr>
<tr>
<td>CURRIC 715</td>
<td>Design of Research in Curriculum and Instruction</td>
<td></td>
</tr>
<tr>
<td>CURRIC/ COUN PSY/ ED POL/ ED PSYCH/ELPA/ RP &amp; SE 719</td>
<td>Introduction to Qualitative Research</td>
<td></td>
</tr>
<tr>
<td>CURRIC 916</td>
<td>Smr: Special Topics in Research &amp; Evaluation in Curriculum &amp; Instruction (with appropriate topic)</td>
<td></td>
</tr>
<tr>
<td>CURRIC 975</td>
<td>General Seminar (with appropriate topic)</td>
<td></td>
</tr>
<tr>
<td>ENGL 703</td>
<td>Research Methods in Composition Studies</td>
<td></td>
</tr>
</tbody>
</table>

Electives 30

Dissertation Credits 1 9

Total Credits 51

1 Students take a minimum of 9 dissertation credits (three semesters); in most cases four or more semesters of enrollment in dissertator credits is likely. Students enroll in dissertator credits in their advisor’s department and will likely need to obtain authorization from the department to register. An advisor, under certain circumstances, may permit the student to replace the 3 dissertation credits with another 3-credit graduate course that directly supports the dissertation.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count up to 6 credits of graduate coursework from other institutions or the UW–Madison. Coursework earned ten years or more prior to admission to the SLA Program is not allowed to satisfy requirements.

UW–Madison Undergraduate

Prior coursework from the UW–Madison undergraduate career may not be applied toward the program.

UW–Madison University Special

Prior coursework from the UW–Madison University Special student career may not be applied toward the program.

PROBATION

Those students not meeting satisfactory progress requirements may be put on probation for a semester.

ADVISOR / COMMITTEE

Students are required to meet with their advisor at least once each semester to review their progress, select courses, and to discuss any outstanding issues or questions.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Students must submit plans for completing the emphasis requirement and the language requirement for approval by the steering committee within their first year of the program.

Students typically complete all of the coursework requirements within two years of enrolling in the Program. Students are required to complete all coursework and fulfill the language requirement before taking the preliminary examinations.

Students must take the preliminary examination within one semester of completing coursework.

Graduate School regulations require Ph.D. candidates to defend their dissertation five years from the date of passing their preliminary examinations.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:
• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Students in the SLA program are typically funded through campus teaching assistantships, project assistantships or through fellowships. Contact the program for more details.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Students in the SLA program benefit from a variety of professional development opportunities organized by students, faculty, and staff. A speaker series offers students the chance to interact with top scholars in the field. In addition, the program organizes workshops in such topics as designing research, publishing, and preparing to go on the job market. An annual graduate student symposium, organized in partnership with students in related programs on campus and other institutions, allows students to gain professional experience organizing a conference and presenting their research before audiences of peers and faculty members from the three institutions and across the country. In addition, Summer Research Partnerships provide opportunities for core faculty and students to work collaboratively on research projects. These collaborations have led to conference presentations and/or co-authored journal publications.

LEARNING OUTCOMES
1. Demonstrate a strong overall understanding of the scope of the discipline of SLA (e.g., the theories on which research in the field is based; the types of questions that researchers in SLA address; and the variety of techniques used to answer these questions). Demonstrate an in-depth understanding of theories and research findings related to their focal areas of interest.
2. Develop an original research plan that advances a specific area of SLA. Retrieve, evaluate, and interpret academic publications, and use this information to identify a gap in the extant research and to develop theoretical frameworks and research designs for their own research projects. Learn to design realistic and feasible research projects and to prepare necessary protocols.
3. Collect data following relevant protocols and analyze/interpret the resulting data. Reflect on the procedures and results of their own projects to identify strengths, limitations, and implications.
4. Develop skills for disseminating their research in a variety of professional venues and domains through both presentations and manuscript preparation.
5. Participate in and communicate effectively as members of a professional community. Seek opportunities to engage in service to the program, the university and/or the wider community.

PEOPLE
SLA Steering Committee - The interdisciplinary SLA Steering Committee (https://sla.wisc.edu/steering-committee-members/) is comprised of members from the units listed below.

African Cultural Studies: Professor Katrina Thompson
Asian Languages and Cultures: Associate Professor Naomi Geyer, Associate Professor Byung-Jin Lim and Professor Junko Mori
Curriculum and Instruction: Professor Margaret Hawkins, Associate Professor Mariana Pacheco, Assistant Professor Diego Roman, Professor Francois Tochon and Professor Kate Vieira
English: Assistant Professor Jacee Cho
French and Italian: Associate Professor Heather Allen
German, Nordic, and Slavic: Professor Monika Chavez and Professor Karen Evans-Romaine
Language Institute: Director Dianna Murphy
Spanish and Portuguese: Associate Professor Cathy Stafford
Staff: Kristin Dalby (Graduate Coordinator) and Skender Jahiu (Financial and Payroll Specialist)
LANGUAGE SCIENCES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/professional certificates

- Linguistics, Doctoral Minor (p. 1176)
- Linguistics, M.A. (p. 1176)
- Linguistics, Ph.D. (p. 1178)

PEOPLE

Professors Ellis Weismer, Hutton, Kaushanskaya, Li, Louden, Macaulay, Macdonald, Purnell, Rainy, Saffron, Salmons, Seidenberg, Wanner; Associate Professors Armstrong, Lupyan, Rao, Tejedo-Herrero, Vieira; Assistant Professors Cho, Henke, Niziolek; Lecturer Shields.

LINGUISTICS, DOCTORAL MINOR

The doctoral minor in Linguistics is open to Ph.D. students in other departments who wish to broaden their studies with exposure to formal training in linguistics.

Students wishing to complete a doctoral minor in Linguistics must consult with the Director of Language Sciences before any coursework commences. Courses completed before consultation with the Director may be deemed ineligible to count toward the doctoral minor. See the People page for current Director contact information.

REQUIREMENTS

The doctoral minor consists of 12 credits in Linguistics chosen in consultation with the Language Sciences Director, who is the minor advisor.

A doctoral minor program must be approved by the minor advisor before it commences. Students should make sure to consult with the minor advisor before taking any courses.

PEOPLE

Professors Ellis Weismer, Hutton, Kaushanskaya, Li, Louden, Macaulay, Macdonald, Purnell, Rainy, Saffron, Salmons, Seidenberg, Wanner; Associate Professors Armstrong, Lupyan, Rao, Tejedo-Herrero, Vieira; Assistant Professors Cho, Henke, Niziolek; Lecturer Shields.

LINGUISTICS, M.A.

The M.A. in linguistics is a non-admitting degree. Language Sciences admits students for the Ph.D. degree in linguistics (p. 1178), and awards a master of arts degree to students in a UW–Madison Ph.D. program upon the completion of the M.A. requirements. See the Linguistics Ph.D. program entry for details on admission to the Ph.D. program.

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (http://guide.wisc.edu/graduate/language-sciences/linguistics-phd/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

All students admitted to the Ph.D. program are offered funding in the form of fellowships and teaching, research, or project assistantships. See the Linguistics Ph.D. funding page for additional details.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
</tbody>
</table>

| Minimum Residence Credit Requirement | 16 credits             |

| Minimum Graduate Coursework Requirement | All linguistics courses must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/). This will be a total of at least 24 credits out of 30. |

| Overall Graduate GPA Requirement | 3.00 GPA required. |
| Other Grade Requirements | n/a |

| Assessments and Examinations Requirements | Submit and defend one prelim paper by the end of the fourth semester. Contact the program for further details. |
| Language Requirements | Knowledge of two languages is required. One must be English. The language requirements can be satisfied in multiple ways and the program should be contacted directly for further details. |

REQUIRED COURSES

All required courses are to be chosen from courses offered by the Department of Language Sciences (http://guide.wisc.edu/courses/linguis/).

- four 300-level courses
- two 500-level courses
- LINGUIS 800 Research Methods and Materials
- one additional course at the 500 level or higher (except 800)
- two additional approved courses

Contact the department for a list of specific courses.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

Probation is a warning to a student who is not making satisfactory progress in the Linguistics graduate program. Departmental probation for grades or failure to make satisfactory progress lasts for one academic year (two consecutive semesters), while probation for an unsatisfactory prelim paper or unfinished Incompletes lasts for one semester.

If a student on probation clears up the problem that led to probation within the time period allotted, nothing else happens, and the student can continue with the program.

If the student does not resolve the problem (e.g. raise the GPA or successfully complete a prelim), the student is dropped from the program at the end of the probationary period.

ADVISOR / COMMITTEE

Every graduate student must have an official faculty advisor. New students are assigned to the program director by default. By the end of the first year, students must decide whom they would like to work with, and must ask that person if they are willing to serve as advisor.

If the faculty member agrees, the student is responsible for having the faculty member sign the advisor agreement form, and for making sure that it is placed in the student's file. All permanent faculty members in the Language Sciences program (including affiliated faculty but excluding visiting faculty) may serve as advisors. Faculty from outside Language Sciences may not serve as official advisors, although they may co-chair committees.

Every faculty member has the right to refuse to become a student's advisor. Every graduate student has the right to choose any faculty member as advisor; so long as the faculty member agrees. Students should also feel free to change advisors at any time, without fear of offending a faculty member. If a student changes advisors, a new advisor agreement form must be signed and filed, and the previous advisor must be notified by the student in writing.

The advisor guides the student in the choice of appropriate courses, in the planning of prelims and the dissertation, in choosing prelim committees and the dissertation committee, and in other professional matters. Students are reminded, however, that the fulfillment of departmental requirements is ultimately the student's responsibility.

Each semester, the student must consult in person with the advisor about courses for the following semester. Registration is blocked until this is done, and is only unblocked when the student turns in the relevant form to the department, signed by the advisor.

CREDITS PER TERM ALLOWED

15 credits
**TIME CONSTRAINTS**
The prelim paper must be completed by the end of the fourth semester.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dos.o.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dos.o.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employear disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance. wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for class conduct decisions)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for all grievances involving students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**
Fulltime enrollment is assumed in order to satisfy requirements on satisfactory progress as defined in the graduate student handbook.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**
1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in the field of linguistics.
2. Identifies sources of data and assembles evidence pertaining to questions or challenges in the field of linguistics.
3. Demonstrates understanding of linguistics in a historical, social, or global context.
4. Selects and/or utilizes the most appropriate methodologies and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in the field of linguistics.
6. Communicates clearly in ways appropriate to the field of linguistics.
7. Recognizes and applies principles of ethical and professional conduct.

**PEOPLE**
Professors Ellis Weismer, Hutton, Kaushanskaya, Li, Louden, Macaulay, Macdonald, Purnell, Raimy, Saffron, Salmons, Seidenberg, Wanner; Associate Professors Armstrong, Lupyán, Rao, Tejedo-Herrero, Vieira; Assistant Professors Cho, Henke, Niziolek; Lecturer Shields.

**LINGUISTICS, PH.D.**
Language Sciences at UW–Madison is an interdisciplinary hub that houses the Ph.D. program in Linguistics. Students in this program earn a master of arts degree along the way to the Ph.D.—no stand-alone M.A. program is offered.

The Linguistics Ph.D. program focuses on research in formal theories of language (encompassing cross-linguistic studies in syntax, phonology, and morphology) and the documentation and revitalization of American Indian languages. Our program combines strong theoretical groundwork with opportunities in a diverse range of experimental and innovative research methodologies. Participating faculty come from Language Sciences itself as well as from related cognitive science and language departments across campus. In addition to core areas of linguistic theory, our faculty have expertise in first and second language acquisition, psycholinguistics, historical linguistics, dialect studies, and the linguistics of particular languages or cultural areas, such as Spanish and Latin American, East Asian, and Germanic. Students have access to courses, faculty advising, and research opportunities in all of these areas. Students work closely with their graduate advisors in establishing their own areas of specialization and in working out a coherent program within this larger framework.

The ideal candidate will have a Bachelor's degree in Linguistics, a foreign language, or a related cognitive science, and a strong desire to use scientific methods of inquiry to push the boundaries of our understanding of how human language works.

Visit the Language Sciences Research page (https://langsci.wisc.edu/research/) for more information about the diverse linguistics research labs at UW–Madison. Language Sciences also maintains a phonetics laboratory for teaching and research in experimental and acoustic phonetics.

**ADMISSIONS**
Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.
Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

**Requirements**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 23</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

The department admits only students whose goal is the Ph.D. degree in linguistics. Admission to the Ph.D. program does not require an undergraduate degree in linguistics. Admission is based on the applicant’s personal statement, three letters of recommendation, English proficiency scores if applicable, and transcripts of prior academic work. The personal statement is considered carefully to ensure that the applicant’s goals are compatible with the program offered by the department.

The department admits new Ph.D. students for fall term only. The deadline for receipt of all materials is December 23.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

All students admitted to the Linguistics Ph.D. program are offered a full funding package, which typically consists a fellowship for the first year, and some combination of teaching, project, or research assistantships in subsequent years. Students who enter the program with a Master’s degree and relevant teaching experience may be eligible for teaching assistantships in the first year of graduate study. Fellowships and assistantships include tuition remission as well as a stipend, and access to benefits including health insurance.

**Fellowships:** Fellowships are administered through the Graduate School, and all new applicants to the Linguistics Ph.D. program are automatically considered, including both domestic and international applicants.

Advanced Opportunity Fellowships are also available for students from underrepresented populations who are U.S. citizens or permanent residents.

**Teaching Assistantships:** Language Sciences currently supports teaching assistantships for LINQUIS 101 Human Language, usually awarded to graduate students after their first year of study. Our students frequently serve as teaching assistants in other departments as well, such as English or foreign language departments, depending on the student’s academic experience and particular skill set.

**Project and Research Assistantships:** Students awarded a project or research assistantship work closely with a particular professor to aid in their research. The availability of these positions varies from year to year, and will typically be most appropriate for students who are more advanced in the program.

**Outside Grants and Scholarships:** Graduate students may apply for their own funding directly as well, such as Foreign Languages & Areas Studies (FLAS) Fellowships (https://flas.wisc.edu/Languages.html) and National Science Foundation Grants (https://www.nsf.gov/funding/pgm_summ.jsp?pims_id=5408&org=SBE&sel_org=SBE&from=fund). These programs are most appropriate for students who are advanced in the program. The student’s faculty advisor will work with the student to determine whether an outside grant is available that matches the student’s research program.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/ or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>54 credits</td>
</tr>
<tr>
<td>Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
</tbody>
</table>

All linguistics courses must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)). This will be a total of at least 42 credits out of 54.

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

Students must maintain a GPA of 3.67 in required Linguistics courses after the third semester.

Assessments and Examinations

Submit and defend on two prelim papers. One by the end of the fourth semester and the other by the end of the eighth semester. Contact the program for further details.

Language Requirements

Knowledge of three languages is required. One must be English. The second must be a non-Indo-European language or a modern Indic language. The third is determined in consultation with the advisor according to the student's research goals. Students must complete their language requirements before their second prelim exam. The language requirements can be satisfied in multiple ways and the program should be contacted directly for further details.

Doctoral Minor/ Breadth Requirement

A 12-credit minor that is approved by the student's advisor is required.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LINGUIS 310</td>
<td>Phonology</td>
<td>3</td>
</tr>
<tr>
<td>LINGUIS 322</td>
<td>Morphology</td>
<td>3</td>
</tr>
<tr>
<td>LINGUIS 330</td>
<td>Syntax</td>
<td>3</td>
</tr>
<tr>
<td>LINGUIS 340</td>
<td>Semantics</td>
<td>3</td>
</tr>
<tr>
<td>LINGUIS 510</td>
<td>Phonological Theories</td>
<td>3</td>
</tr>
<tr>
<td>LINGUIS 522</td>
<td>Advanced Morphology</td>
<td>3</td>
</tr>
<tr>
<td>LINGUIS 530</td>
<td>Syntactic Theories</td>
<td>3</td>
</tr>
<tr>
<td>LINGUIS 800</td>
<td>Research Methods and Materials</td>
<td>3</td>
</tr>
</tbody>
</table>

Seminars

Take 3 seminars (must be 3 credits each) from the following (may repeat the same course number for credit):

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LINGUIS 977</td>
<td>Seminar</td>
<td>3</td>
</tr>
<tr>
<td>LINGUIS 979</td>
<td>Seminar</td>
<td>3</td>
</tr>
</tbody>
</table>

Thesis

Take at least 3 semesters of Thesis (must be 3 credits each) as a dissertator:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LINGUIS 990</td>
<td>Thesis</td>
<td>9</td>
</tr>
</tbody>
</table>

Policies

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

Probation is a warning to a student who is not making satisfactory progress in the Linguistics graduate program. Departmental probation for grades or failure to make satisfactory progress lasts for one academic year (two consecutive semesters), while probation for an unsatisfactory prelim paper or unfinished Incompletes lasts for one semester.

If a student on probation clears up the problem that led to probation within the time period allotted, nothing else happens, and the student can continue with the program.

If the student does not resolve the problem (e.g., raise the GPA or successfully complete a prelim), the student is dropped from the program at the end of the probationary period.

ADVISOR / COMMITTEE

Every graduate student must have an official faculty advisor. New students are assigned to the program director by default. By the end of the first year, students must decide whom they would like to work with, and must ask that person if they are willing to serve as advisor. If the faculty member agrees, the student is responsible for having the faculty member sign the advisor agreement form, and for making sure that it is placed in the student's file. All permanent faculty members in the Language Sciences program (including affiliated faculty but excluding visiting faculty) may serve as advisors. Faculty from outside Language Sciences may not serve as official advisors, although they may co-chair committees.
Every faculty member has the right to refuse to become a student’s advisor. Every graduate student has the right to choose any faculty member as advisor, so long as the faculty member agrees. Students should also feel free to change advisors at any time, without fear of offending a faculty member. If a student changes advisors, a new advisor agreement form must be signed and filed, and the previous advisor must be notified by the student in writing.

The advisor guides the student in the choice of appropriate courses, in the planning of prelims and the dissertation, in choosing prelim committees and the dissertation committee, and in other professional matters. Students are reminded, however, that the fulfillment of departmental requirements is ultimately the student’s responsibility.

Each semester, the student must consult in person with the advisor about courses for the following semester. Registration is blocked until this is done, and is only unblocked when the student turns in the relevant form to the department, signed by the advisor.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

The first prelim paper must be completed by the fourth semester, the second prelim paper must be completed by the eighth semester, all language and course requirements must be completed by the end of the semester in which the second prelim paper is defended, and a dissertation proposal must be submitted and defended within two weeks after the defense of the second prelim paper.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school-college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

Full-time enrollment is assumed in order to satisfy requirements on satisfactory progress as defined in the graduate student handbook.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of linguistics.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within linguistics.
3. Creates research that makes a substantive contribution to the understanding of human language.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of the field of linguistics to society.
6. Communicates complex ideas in a clear and understandable manner.
7. Fosters ethical and professional conduct.

**PEOPLE**

Professors Ellis Weismer, Hutton, Kaushanskaya, Li, Louden, Macaulay, Macdonald, Purnell, Rainy, Saffron, Salmons, Seidenberg, Wanner; Associate Professors Armstrong, Lupyan, Rao, Tejedo-Herrero, Vieira; Assistant Professors Cho, Henke, Niziolek; Lecturer Shields.

**LAW - SCHOOL-WIDE**

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES**

- Consumer Health Advocacy, Graduate/Professional Certificate (p. 1182)
- Law, Doctoral Minor (p. 1183)
The Consumer Health Advocacy certificate program at the Center for Patient Partnerships educates a diversity of learners interested in health advocacy. Students around the country come to this interdisciplinary health advocacy center to learn critical health advocacy skills while helping patients navigate the complex health care system.

The Center for Patient Partnerships is a national resource for strengthening the consumer perspective in health care. We have graduate students from Law, Medicine, Pharmacy, Physician Assistant, Physical Therapy, Public Health, Social Work, Gender and Women’s Studies, Engineering, and others participating in our certificate program.

Additional opportunities are available in patient experience research and organizational and legislative policy advocacy through student-led “case to cause” projects.

Click on the Requirements tab on the right side navigation bar for general program requirements.

*The certificate requirements differ based on your discipline. Please email learning@patientpartnerships.org to talk to an advisor.

Field Placements, Clerkships, Fellowships, and Individual Courses: detailed descriptions can be found in the document UW Student opportunities (http://www.patientpartnerships.org/wp-content/uploads/2017/02/UW-Student-opportunities.pdf). Please contact learning@patientpartnerships.org or call 608-263-7736 for an advising session to get started.

ACTIONS

All currently enrolled graduate students at UW–Madison are eligible to pursue this certificate program. We do not require any health care knowledge/background.

Please email learning@patientpartnerships.org or call 608-263-7736 to schedule an advising session to get started.

REQUIREMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required Courses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAW/MED SC/M/NURSING 768</td>
<td>Consumer Health Advocacy and Patient-Centered Care Clinical (Topic: Applied Advocacy Experience Introduction)</td>
<td>1-7</td>
</tr>
<tr>
<td>LAW/MED SC/M/NURSING 768</td>
<td>Consumer Health Advocacy and Patient-Centered Care Clinical (Topic: Applied Advocacy Experience Advanced)</td>
<td>1-7</td>
</tr>
<tr>
<td>LAW 940</td>
<td>Law and Contemporary Problems (Topic: Models of System Level Advocacy)</td>
<td>2-3</td>
</tr>
<tr>
<td></td>
<td><strong>Electives</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Choose one from one of the topics below:</td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>Law, Regulation and Ethics</em></td>
<td></td>
</tr>
<tr>
<td>LAW 744</td>
<td>Administrative Law</td>
<td>3</td>
</tr>
<tr>
<td>LAW 905</td>
<td>Bioethics and the Law</td>
<td>2-4</td>
</tr>
<tr>
<td>LAW 906</td>
<td>Law, Science and Biotechnology Seminar</td>
<td>2-4</td>
</tr>
<tr>
<td>LAW 935</td>
<td>Health Law and Administration Seminar</td>
<td>2-3</td>
</tr>
<tr>
<td>LAW 940</td>
<td>Law and Contemporary Problems (Topic: Food &amp; Drug Law)</td>
<td>2-3</td>
</tr>
<tr>
<td>LAW 940</td>
<td>Law and Contemporary Problems (Topic: ERISA)</td>
<td>2-3</td>
</tr>
<tr>
<td>LAW 940</td>
<td>Law and Contemporary Problems (Topic: Health Care Fraud and Abuse)</td>
<td>2-3</td>
</tr>
<tr>
<td>LAW 940</td>
<td>Law and Contemporary Problems (Topic: Public Health Law)</td>
<td>2-3</td>
</tr>
<tr>
<td>LAW 940</td>
<td>Law and Contemporary Problems (Topic: Mental Health Law)</td>
<td>2-3</td>
</tr>
<tr>
<td>MED HIST 559</td>
<td>Topics in Ethics and History of Medicine</td>
<td>3</td>
</tr>
<tr>
<td>MED HIST 545</td>
<td>Ethical and Regulatory Issues in Clinical Investigation</td>
<td>1</td>
</tr>
<tr>
<td>PHILOS/MED HIST 558</td>
<td>Ethical Issues in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 650</td>
<td>Special Topics (Topic: Advanced Seminar in Health &amp; Mental Health Economics)</td>
<td>1-6</td>
</tr>
<tr>
<td>PUB AFFR/ECON/POP HLTH 548</td>
<td>The Economics of Health Care</td>
<td>3-4</td>
</tr>
<tr>
<td>ECON/POP HLTH 848</td>
<td>Health Economics</td>
<td>1-3</td>
</tr>
<tr>
<td>PUB AFFR 864</td>
<td>Health Policy and Policy Design</td>
<td>3</td>
</tr>
<tr>
<td>PUB HLTH/ENVIR ST 471</td>
<td>Introduction to Environmental Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 650</td>
<td>Special Topics (Topic: Health Care Management and Policy)</td>
<td>1-6</td>
</tr>
<tr>
<td>POP HLTH/ISYE 703</td>
<td>Quality of Health Care: Evaluation and Assurance</td>
<td>1-3</td>
</tr>
<tr>
<td>PUBL HLTH 780</td>
<td>Evidence-Based Decision-Making</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 875</td>
<td>Health, Aging, and Disability Policy and Services</td>
<td>2</td>
</tr>
</tbody>
</table>

1 Courses in this elective area address fundamental substantive knowledge and critical thinking relevant to complex legal, regulatory, or ethical matters health advocates will face.

2 Courses in this elective area address fundamental substantive knowledge and critical thinking regarding health care financing and economics.
Students who choose this elective are required to discuss their course selection with a Certificate Advisor and the chosen course faculty; standard pre-requisites apply.

Courses in this elective area address fundamental substantive knowledge and critical thinking regarding health policy, management, or public health issues.

**LEARNING OUTCOMES**

1. Develop advocacy capacity that emphasizes patient empowerment.
2. Develop critical health advocacy competencies including communication, collaborative decision making, cultural humility, and ethics.
3. Experience the discipline of advocacy from a case-based perspective, and explore how various key advocacy roles can be useful in specific situations.
4. Gain familiarity with the U.S. health care delivery system and the systemic problems that give rise to the need for advocacy at the individual organizational and policy levels.

**LAW, DOCTORAL MINOR**

Coursework in the Law School may be offered as a minor toward the doctoral degree. Only enrolled non-dissertator Ph.D. students can pursue a doctoral minor in Law. There is no process for applying for a law minor; the minor is not officially recorded on the student’s transcript until the minor is completed and the doctoral degree is conferred.

See Courses & Schedules (http://www.law.wisc.edu/academics/courses/) for information on Law School courses.

**ADMISSIONS**

There is no process for applying for a law minor; the minor is not officially recorded on the student’s transcript until the minor is completed and the doctoral degree is conferred.

To enroll in Law classes, review the Law School Course Schedule (http://law.wisc.edu/academics/courses/) and select the desired course(s). Contact the instructor directly explaining the interest in the class and then forward the instructor’s permission to registrar@law.wisc.edu. Authorization will be entered for enrollment in the course and the student will be notified when s/he is able to enroll.

When 10 law credits for the law minor are complete, contact the Law Registrar at registrar@law.wisc.edu or 608-262-0050. The Law Registrar will verify your courses, credits and grades and sign off on the minor.

**REQUIREMENTS**

For a minor in law, doctoral candidates must complete 10 credits. The minimum grade requirement is a weighted average of B (on the university, not Law School, grade scale).

Only enrolled non-dissertator Ph.D. students can pursue a doctoral minor in Law. There is no process for applying for a law minor; the minor is not officially recorded on the student’s transcript until the minor is completed and the doctoral degree is conferred.

See Courses & Schedules (http://www.law.wisc.edu/academics/courses/) for information on Law School courses. To enroll in Law classes, select the desired course(s) and contact the instructor directly explaining the interest in the class. Then forward the instructor’s permission to registrar@law.wisc.edu. Authorization will be entered for enrollment in the course.

When 10 law credits for the law minor are complete, contact the Law Registrar at registrar@law.wisc.edu or 608-262-0050. The Law Registrar will verify your courses, credits and grades and sign off on the minor.

**PEOPLE**

See the Law Faculty Directory (http://law.wisc.edu/about/contact.php?iShowFac=y).

**LIFE SCIENCES COMMUNICATION**

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/professional certificates**

- Life Sciences Communication, Doctoral Minor (p. 1183)
- Life Sciences Communication, M.S. (p. 1184)
- Science Communication, Graduate/Professional Certificate (p. 1188)

**PEOPLE**

Faculty: Professors: Brossard (chair), Meiller, Scheufele (director of academic programs), Xenos; Associate Professors: Shaw, Shepard; Assistant Professors: Chen, Chinn, Li, Newman.

**LIFE SCIENCES COMMUNICATION, DOCTORAL MINOR**

The Department of Life Sciences Communication is a world leader in science communication research, education, and practice. The doctoral minor in Life Sciences Communication allows students enrolled in doctoral programs from the biological and physical sciences, as well as interested students from other social science and humanities departments, to supplement their existing doctoral coursework with a transcriptable minor in Life Sciences Communication.

A doctoral minor in Life Sciences Communication is particularly valuable for graduate students in the natural and physical sciences who are interested in the ethical, legal, and social implications of emerging technologies, or who want to build an intellectual foundation for a future career in policy or various mission agencies (e.g., AAAS policy fellowships) dealing with public understanding and communication of science. Many students from these fields routinely take classes in our department, and a doctoral minor allows them to get formal recognition for their doctoral-level work in this area.

More information may be found on the department website (https://lsc.wisc.edu/).
ADMISSIONS

Students do not need to apply for the minor prior to taking coursework. However, students interested in pursuing the LSC doctoral minor are strongly encouraged to contact the department student services coordinator to discuss course planning.

REQUIREMENTS

The doctoral minor in Life Sciences Communication is a course-based minor (10 credits) for students enrolled in other Ph.D. programs who would like to supplement their existing Ph.D. coursework with a minor in science communication. Courses must be at the 300 level or above and should have the graduate attribute to count toward the minimum graduate coursework (50%) rule.

A minimum cumulative GPA of a 3.5 in LSC Doctoral Minor coursework is required.

Contact the Student Services Coordinator to discuss course selection for the minor.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LSC 700</td>
<td>Colloquium in Life Sciences Communication</td>
<td>1</td>
</tr>
<tr>
<td>LSC 720</td>
<td>Introduction to Communication Theory and Research</td>
<td>3</td>
</tr>
<tr>
<td>or LSC 902</td>
<td>Public Opinion of Life Science Issues</td>
<td></td>
</tr>
<tr>
<td>or LSC 625</td>
<td>Risk Communication</td>
<td></td>
</tr>
<tr>
<td>or LSC/ENVIR ST/ JOURN 823</td>
<td>Science and Environment Communication</td>
<td></td>
</tr>
</tbody>
</table>

Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LSC 350</td>
<td>Visualizing Science and Technology</td>
<td></td>
</tr>
<tr>
<td>LSC 430</td>
<td>Communicating Science with Narrative</td>
<td></td>
</tr>
<tr>
<td>LSC 432</td>
<td>Social Media for the Life Sciences</td>
<td></td>
</tr>
<tr>
<td>LSC 435</td>
<td>Theory and Practice of Integrated Marketing Communication</td>
<td></td>
</tr>
<tr>
<td>LSC 440</td>
<td>Contemporary Communication Technologies and Their Social Effects</td>
<td></td>
</tr>
<tr>
<td>LSC 450</td>
<td>Documentary Photography for the Sciences</td>
<td></td>
</tr>
<tr>
<td>LSC 532</td>
<td>Web Design for the Sciences</td>
<td></td>
</tr>
<tr>
<td>LSC 560</td>
<td>Scientific Writing</td>
<td></td>
</tr>
<tr>
<td>LSC 561</td>
<td>Writing Science for the Public</td>
<td></td>
</tr>
<tr>
<td>LSC/COM ARTS/ JOURN 617</td>
<td>Health Communication in the Information Age</td>
<td></td>
</tr>
<tr>
<td>LSC 625</td>
<td>Risk Communication</td>
<td></td>
</tr>
<tr>
<td>LSC 660</td>
<td>Data Analysis in Communications Research</td>
<td></td>
</tr>
<tr>
<td>LSC/JOURN 811</td>
<td>Conceptualization and Design of Mass Communication Research</td>
<td></td>
</tr>
<tr>
<td>LSC/ENVIR ST/ JOURN 823</td>
<td>Science and Environment Communication</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits 10

Approved Electives

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>LSC 875</td>
<td>Special Topics</td>
</tr>
<tr>
<td>LSC 902</td>
<td>Public Opinion of Life Science Issues</td>
</tr>
</tbody>
</table>

Total Credits 10

PEOPLE

Faculty: Professors: Brossard (chair), Meiller, Scheufele (director of academic programs), Xenos; Associate Professors: Shaw, Shepard; Assistant Professors: Chen, Chinn, Li, Newman.

LIFE SCIENCES COMMUNICATION, M.S.

The Department of Life Sciences Communication is a world leader in science communication research, education and practice. We offer a master’s degree with the opportunity to pursue either a research/thesis track or professional course-based track.

Both tracks require a minimum of 30 credits. Study programs match the interests and needs of individual students. However, all students must take a communication theory course, a research methodology course, a graduate-level statistics course, and LSC 700 Colloquium in Life Sciences Communication. The thesis track requires a thesis based on original research.

The professional track is a course-based program that is designed to prepare students for professional careers in life sciences communication and related fields. Students in this track will not usually pursue a Ph.D. program in the future. In fact, many doctoral programs (including Life Sciences Communication) do not accept a non-thesis master’s as a criterion for admission to their Ph.D. program.

Teaching and research in the department focus on science communication in the areas of emerging technologies, bioenergy, environment, agriculture, health, and food.

The M.S. in Life Sciences Communication graduate program provides advanced professional training in communication and preparation for communication research and teaching. Students in the professional track M.S. program are studying for careers in fields such as consulting, policy, journalism, strategic communication, marketing and market research, particularly in science-related fields.

For more information on the types of research our faculty and students are doing, where our M.S. alumni are now, and additional details about the program, please visit the Life Sciences Communication website (http://lsc.wisc.edu/)

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).
Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

### Requirements

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>May 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Everyone whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

### Admissions deadlines:

For spring admission: October 15
For fall admission: May 15

In order to be eligible for various fellowships and teaching assistantships, early application is recommended.

Students must meet the minimum requirements for admission (https://grad.wisc.edu/admissions/requirements/) set by the Graduate School. Applicants must submit:

- An online application
- Official GRE scores
- A statement of purpose
- Official transcripts from all previously attended institutions
- A CV/resume
- Three letters of recommendation. Letters of recommendation should come from people who can speak to the scholarly abilities of the applicant.
- International applicants are required to take and attain a satisfactory score on the Test of English as a Foreign Language (TOEFL), or the International English Language Testing System (IELTS) exam.

### FUNDING

#### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

#### PROGRAM RESOURCES

Financial support is available for graduate students in LSC. Historically, nearly all of our graduate students have been funded through assistantships—either in our department, working under the direction of one of our faculty members, or in one of numerous other departments and programs that regularly look to LSC to provide them with students with strong communication skills.

### Assistantships

Most graduate students who receive support serve as teaching, research, or project assistants. Assistantships are typically part-time positions that pay a monthly stipend. Additionally, positions that are 33.33% or more (based on a 40-hour work week) provide tuition remission for the student and make the student eligible for comprehensive health insurance coverage.

Graduate students in the Department of Life Sciences Communication will be eligible for full consideration for LSC teaching assistant positions if they are in good academic standing (two years for M.S. students, three years for Ph.D. students). Preference is given to students who have not exceeded those limits, but all students in good standing are welcome to apply. Students pursuing double degrees will be evaluated on a case-by-case basis.

### Fellowships

The department nominates its most competitive graduate applicants for fellowship awards including the Advanced Opportunity Fellowships (AOFs) (http://www.cals.wisc.edu/gradstudies/scholarships/) and Wisconsin Distinguished Graduate Fellowships (WDGF) (http://uwmadisonoffr.wordpress.com/funding-overview/fellowships/wisconsin-distinguished-graduate-fellowships/), among others.

### Financial Aid

Students who are US citizens or Permanent Residents can apply for Federal Stafford Loans (subsidized and unsubsidized) and for Federal Work-Study through the Office of Student Financial Aid (OSFA (https://financialaid.wisc.edu/)). Eligibility is based on financial need. OSFA also offers information on the cost of attendance.

Short-term loans (http://finaid.wisc.edu/159.htm) are available on a limited basis. They are given only to assist in unanticipated emergency situations and must be repaid within the semester in which they are borrowed.

### Hourly Employment

Other employment opportunities are available both on campus and in the community. Student job opportunities can be found on the Student Job Center website (http://jobcenter.wisc.edu/).

### Travel and Professional Development Grants

Every student is encouraged to apply for the Graduate School’s Student Research Grants Competition (https://grad.wisc.edu/diversity/summer-research-opportunity-program/) each year. These grants are intended to support both Conference Presentation Funds and Research Travel Awards. It is critical that students plan to apply early and follow campus travel policies for transportation and travel.

Also, graduate students in LSC can apply for financial support from the department for travel to academic conferences. Students can apply for up to $1,000 for international travel and up to $500 for domestic travel. More information is provided to students via e-mail during the application cycles.

### Scholarships

LSC also encourages students to apply annually for college and departmental scholarships through the Wisconsin Scholarship Hub (WiSH) (https://wisc.academicworks.com/users/sign_in/).
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW–Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 30 credits

Minimum Residence Credit Requirement 30 credits

Minimum Graduate Coursework Requirement Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/). Overall Graduate GPA Requirement 3.50 GPA required.

Other Grade Requirements Students must earn a B or above in all coursework to count it toward the 30-credit total.

Assessments and Examinations The research/thesis track requires a formal thesis and oral defense; the non-thesis track requires a comprehensive report or course narrative, and presentation at the culmination of coursework.

Language Requirements No language requirements.

REQUIRED COURSES

The M.S. has two tracks students can follow: a thesis master’s degree or a professional master’s degree. Students choose their track during the program application process.

Thesis Track

The thesis-based master’s degree requires 30 course credits, six of which can be LSC 990 Research credits. The degree also requires a thesis based on original research.

The student meets with their advisor during the first semester of the program to outline a course trajectory for the next two years. In consultation with their advisor, the student assembles a committee of three faculty members. The student defends their master’s thesis in front of the committee at the end of their program.

Course work can include classes in substantive areas other than communication. For example, a student wishing to become an environmental reporter might take courses in environmental studies. A student interested in health communication might take a nutrition or preventive medicine course. However, the complete program must have coherence and focus, and students should discuss all courses with their advisor prior to enrollment.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LSC 700</td>
<td>Colloquium in Life Sciences Communication</td>
<td>1</td>
</tr>
</tbody>
</table>

Communication Theory

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LSC 720</td>
<td>Introduction to Communication Theory and Research</td>
<td>3</td>
</tr>
<tr>
<td>or LSC 902</td>
<td>Public Opinion of Life Science Issues</td>
<td></td>
</tr>
<tr>
<td>or LSC 625</td>
<td>Risk Communication</td>
<td></td>
</tr>
<tr>
<td>or LSC/ENVIR ST/ JORN 823</td>
<td>Science and Environment Communication</td>
<td></td>
</tr>
</tbody>
</table>

Research Methods

Graduate Level Statistics

Electives Based on Academic & Career Goals 17-20

LSC 990 Research 3-6

Total Credits 30-36

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Professional Track

This is a course-based master’s degree (30 credits total) designed to prepare students for professional careers in science communication and related fields. Students in this track will usually not pursue a Ph.D. program in the future. In fact, many doctoral programs (including LSC) do not accept a non-thesis master’s as a criterion for admission to their Ph.D. program.

The student meets with their advisor during the first semester of the program to outline a course trajectory for the next two years. In consultation with their advisor, the student assembles a committee of three faculty members. The student presents a course narrative to the committee at the end of their program.
Coursework can include classes in substantive areas other than communication. For example, a student wishing to become an environmental reporter might take courses in environmental studies. A student interested in health communication might take a nutrition or preventive medicine course. However, the complete program must have coherence and focus, and students should discuss all courses with their advisor prior to enrollment.

### PRIOR COURSEWORK

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree. Coursework earned ten or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

### ADVISOR / COMMITTEE

All students are required to meet with their advisor a minimum of once per semester.

### CREDITS PER TERM ALLOWED

15 credits (however, 12 credits are highly encouraged)

### TIME CONSTRAINTS

Students who pursue the thesis-track master’s degree will have a limit of four semesters (including summer semesters) of LSC 990 Research/thesis enrollment. The four-semester limit starts with the first semester a student takes LSC 990 Research credits, whether or not in conjunction with other courses. Students will not be allowed to take leave once their LSC 990 Research enrollment commences. Students who do not produce and defend a thesis at the end of the four semesters will be issued a professional-track thesis.

If a student in good standing encounters extenuating circumstances and wishes to interrupt their program of graduate study, the student can take a leave of absence but must notify the LSC graduate committee in writing prior to the start of the semester they wish to take leave, and specify the reason and anticipated length of the leave. If the student wishes to extend the leave, the student must again notify the LSC graduate committee in writing to the director of graduate studies and the student services coordinator. The leave of absence guarantees re-entry to the program if the student applies to the Graduate School for readmission within the time period specified. Students whose requests are denied may appeal their denial within the time period specified.

### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### MAJOR-SPECIFIC POLICIES

#### PRIOR COURSEWORK

In consultation with the student’s advisor and with program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. Coursework earned ten or more years prior to admission to a master’s is not allowed to satisfy requirements.

#### UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

#### UW–Madison University Special

With program approval and payment of the difference in tuition (between Special and graduate tuition), students are allowed to count no more than 12 credits of coursework numbered 600 or above taken as a UW–Madison Special student. Coursework earned ten or more years prior to admission to a master's degree is not allowed to satisfy requirements.

### PROBATION

Students must be in good standing in accordance with the Graduate School Policies and Procedures in order to earn and retain an assistantship within the department. Students who fall out of good standing must meet with the director of graduate studies.

### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Procedures
Students who feel that they have been treated unfairly have the right to a prompt hearing of their grievance. Such complaints may involve course grades, classroom treatment, various forms of harassment, or other issues. Any student or potential student may use these procedures except those graduate assistants whose complaint is covered by campus policies for teaching assistants.

Procedures for student grievances:
1. The student should speak first with the person toward whom the grievance is directed. In most cases, grievances can be resolved at this level.
2. If this conversation does not yield satisfactory results, the student should consult with the Director of Graduate Studies in the student’s home department.
3. Should a satisfactory resolution not be achieved at that level, the student should contact their program’s Grievance Advisor to discuss the grievance. The Graduate Program Coordinator can provide students with the name of this faculty member, who facilitates problem resolution through informal channels. The Grievance Advisor is responsible for facilitating any complaints or issues of students. The Grievance Advisor first attempts to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment concerns can be found on the Office of Compliance website.
4. If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.
5. On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.
6. The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.
7. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the College.

Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has established policies governing student conduct, academic dishonesty, and sexual and racial harassment. The Graduate School also has procedures for students wishing to appeal a grievance decision made at the college level. These policies are described in the Academic Guidelines.

OTHER
Teaching (TA), research (RA), and project assistantships (PA) are available. All TA position announcements are distributed to current students, and students with active applications to LSC programs, and are posted on the UW–Madison Student Job Center. RA and PA positions vary and are managed individually by the faculty.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Articulate research problems, potentials, and limits with respect to theory, knowledge, and practice within the field of study. Demonstrating knowledge of the theories, concepts, frameworks, empirical findings, and controversies in the field.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of study.
3. Demonstrates understanding of the primary field of study in a historical, social, or global context.
4. Selects and/or utilizes the most appropriate methodologies, tools, and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in the field of study.
6. Communicates complex ideas effectively across different audiences.
7. Recognizes, fosters, and applies principles of ethical and professional conduct.

PEOPLE
Faculty: Professors: Brossard (chair), Meiller, Scheufele (director of academic programs), Xenos; Associate Professors: Shaw, Shepard; Assistant Professors: Chen, Chinn, Li, Newman.

SCIENCE COMMUNICATION, GRADUATE/PROFESSIONAL CERTIFICATE
The Department of Life Sciences Communication (LSC) is a world leader in science communication research, education, and practice. The Certificate in Science Communication allows students enrolled in any graduate or professional program at UW-Madison to supplement their
existing graduate coursework with a transcriptable certificate in science communication. The certificate is appropriate not only for students in the physical sciences, biological sciences, and engineering fields, but also for students in professional degree programs (law, veterinary medicine, etc.).

Graduate students interested in the ethical, legal, and social implications of emerging technologies, or who want to build an intellectual foundation for a future career in policy or various mission agencies (e.g., AAAS policy fellowships) dealing with public understanding and communication of science will find this certificate particularly valuable.

More information may be found on the department website (https://lsc.wisc.edu/).

**ADMISSIONS**

This certificate is open to any UW-Madison student enrolled in a graduate level program outside of LSC (GRAD, LAW, MED, PHARM, VMED). Before applying to the certificate, students are encouraged to consult with their advisor and/or graduate program coordinator from their major department. As part of the declaration form, students will be required to confirm that they have received consent from their advisor/degree program to pursue the certificate.

For students to declare their intent to pursue the Graduate Certificate in Science Communication, they must complete the Certificate Declaration Form. This form must be completed prior to graduation.

Students should contact the Director of Academic Programs or Student Services Coordinator with questions about the certificate, declaration process, or course selection.

Students are not allowed to earn both the science communication graduate certificate and Ph.D. minor in life sciences communication.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

- Total credits required: 10
- Minimum cumulative GPA of 3.5 or higher in all LSC courses
- Courses must be at the 300 level or above and must have the graduate attribute to count toward the minimum graduate coursework (50%) rule.
- Previous coursework from other institutions and undergraduate coursework at UW-Madison cannot be counted toward the certificate.

<table>
<thead>
<tr>
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<td>LSC 700</td>
<td>Colloquium in Life Sciences Communication</td>
<td>1</td>
</tr>
</tbody>
</table>

**PROFESSIONAL DEVELOPMENT**

**LEARNING OUTCOMES**

1. Communicate complex ideas effectively across different audiences, including underrepresented or particularly vulnerable audiences.
2. Select and utilize the most appropriate theories, methodologies, tools, and practices to communicate about science.
3. Collect relevant evidence designed to answer questions related to scientific challenges faced by industry, universities, and non-profits.
4. Discuss some of the ethical, legal, and social implications of science.

**PEOPLE**

Faculty: Professors: Brossard (chair), Meiller, Scheufele (director of academic programs), Xenos; Associate Professors: Shaw, Shepard; Assistant Professors: Chen, Chinn, Li, Newman.
MANAGEMENT AND HUMAN RESOURCES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Business: Arts Administration, MBA (p. 1191)
• Business: Arts and Creative Enterprise Leadership, M.A. (p. 1194)
• Business: Management and Human Resources, M.S. (p. 1198)
• Business: Management and Human Resources, MBA (p. 1201)
• Entrepreneurship, Graduate/Professional Certificate (p. 1206)
• Strategic Innovation: Technology, Organizations, and Society, Graduate/Professional Certificate (p. 1206)

PEOPLE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

Ramon Aldag, B.S., MBA, Ph.D.
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Stay Atir, B.S., Ph.D.
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Department Chair for Management and Human Resources
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Executive Director of the Weinert Center for Entrepreneurship
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Professor Emeritus—Research Fellow
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Ann Terlaak, M.A., Ph.D.
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ann.terlaak@wisc.edu

Charles Trevor, B.A., M.A., Ph.D.
Professor
charlie.trevor@wisc.edu

Chia-Jung Tsay, A.B., A.M., Ph.D.
Associate Professor

Michael Williams
Faculty Associate
Admissions to the Business: Arts Administration MBA have been suspended as of fall 2022 and will be discontinued as of fall 2024. If you have any questions, please contact the department.

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive Wisconsin School of Business alumni, Business Badgers graduates prepared to lead their organizations to success and transform the world of business. Together Forward!

For more than four decades, the MBA in Business: Arts Administration has been the graduate degree program of choice for high-potential arts and cultural managers seeking intensive training in business, an immersion in strategic and innovative thinking, and a broad and dynamic knowledge of nonprofit cultural management. The degree has delivered on that promise through its world-class business curriculum, continual interaction with leading practitioners, and hands-on work experiences for every student. See the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/arts-administration/) for more information.

Admissions to the Business: Arts Administration, MBA have been suspended as of fall 2022 and the program will be discontinued as of fall 2024. If you have any questions, please contact the program (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/arts-administration/).

Admission consideration for the MBA program requires a four-year undergraduate degree or the equivalent, in any discipline, from an accredited institution. The School of Business seeks a minimum of two years of full-time work experience along with a strong undergraduate performance. In addition to academic credentials, GMAT scores, and work experience, personal achievements, motivation, communication skills (written and oral), international exposure, and recommendation letters are considered in the admission process at both the master’s and doctoral levels.

Note: The Graduate Management Admission Test (GMAT), taken within five years of the starting term, is required of all applicants to the School of Business; the Graduate Record Exam (GRE) may be an acceptable alternative on a case-by-case basis. All applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS) or show the completion of an Interlink program. A minimum iBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.

**How to Apply**

Students interested in Business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/)

**Funding**

**Graduate School Resources**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**Program Resources**

Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

**Requirements**

**Minimum Graduate School Requirements**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**Major Requirements**

**Mode of Instruction**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
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<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
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</tbody>
</table>

**Mode of Instruction Definitions**

*Accelerated:* Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

*Evening/Weekend:* Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

*Face-to-Face:* Courses typically meet during weekdays on the UW-Madison Campus.

*Hybrid:* These programs combine face-to-face and online learning formats. Contact the program for more specific information.
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
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</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>56 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>56 credits</td>
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<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>The majority of degree coursework (46 credits out of 56 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>

Overall Graduate GPA Requirement | 3.00 GPA required. |

Other Grade Requirements | The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. |

Assessments and Examinations | No required assessments or examinations beyond course requirements. |

Language Requirements | No language requirements. |

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tr>
<td>Fall Semester</td>
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<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>3</td>
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<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
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<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
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<tr>
<td>M HR 706</td>
<td>Leading and Working in Teams</td>
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<td>MARKETING 700</td>
<td>Marketing Management</td>
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<tr>
<td>M HR 773</td>
<td>Seminar-Arts Administration</td>
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<td>Spring Semester</td>
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<td>M HR 723</td>
<td>Business Strategy</td>
<td>3</td>
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<td>OTM 700</td>
<td>Operations Management</td>
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<td>OTM 732</td>
<td>Economics for Managers</td>
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<td>M HR 774</td>
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<td>M HR 799</td>
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<td>Summer Semester</td>
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<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
</tr>
<tr>
<td>Year Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fall Semester</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures ([https://grad.wisc.edu/acadpolicy/](https://grad.wisc.edu/acadpolicy/)) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

No credits of prior coursework are allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

No credits of prior coursework are allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a
faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student's rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file
discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School's Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER
Students must be enrolled full-time.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Apply foundational knowledge in arts and core business topics to arts and/or nonprofit contexts that include evidence-based analysis, cultural sensitivity, artistic integrity, and appreciation for the research foundations of their work.

2. Create, communicate, and execute a strategic plan with mission-based outcomes that relies on research-based evidence, a historical context to forecast future trends, and stakeholder engagement.

3. Adaptively develop and manage the necessary resources in a mission-based organizational context to create sustainable systems that meet the needs of diverse stakeholders and honors the culture of the communities served.

4. Successfully articulate their ideas to a diverse set of constituents and stakeholders via multiple methods so as to be informative, persuasive and inspiring.

5. Make significant contributions to the thought leadership, and industry insight that strengthens and provides service to the field, lifelong learning, and career development.

6. Develop self-awareness and leadership skills necessary to: a. utilize creativity and art to articulate a clear vision; b. engage/inspire a diverse group of colleagues; c. evaluate the immediate and long-term ethical impacts of one's actions on stakeholders; d. and influence and promote progress in a variety of professional roles and contexts.

7. Engage and sustain a strong cross-functional network of professionals.

PEOPLE

BOLZ CENTER FOR ARTS ADMINISTRATION

Russ Coff, B.A., Ph.D.
Professor
Faculty Director
russ.coff@wisc.edu

Rebecca Buckman
Interim Co-Director
rebecca.buckman@wisc.edu

Sarah Marty
Interim Co-Director
sarah.marty@wisc.edu

John Surdyk
Interim Co-Director
john.surdyk@wisc.edu

ACCREDITATION

Accreditation
AACSB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


BUSINESS: ARTS AND CREATIVE ENTERPRISE LEADERSHIP, M.A.

The Master of Arts—Business: Arts and Creative Enterprise Leadership at the University of Wisconsin—Madison is a one-year program where students gain the knowledge, skills, and expertise to be an innovative arts administrator, nonprofit executive, or social entrepreneur. The 30-credit business-focused curriculum utilizes hands-on learning and project work in the classroom, as well as applied field experiences in local arts organizations. Throughout the yearlong experience, students connect with and learn from real-world arts leaders and are part of a strong, close-knit community of alumni and arts practitioners.

The Arts and Creative Enterprise Leadership master's program is part of the Bolz Center for Arts Administration (https://bus.wisc.edu/centers/bolz-center-for-arts-administration/)—one of the only arts-focused programs within a US business school, giving students an edge as strategic leaders.

Please see the program website (https://wsb.wisc.edu/programs-degrees/masters/arts-leadership/) for more information and application instructions.

ADMISSIONS

The following will be required for admission to the Business: Arts and Creative Enterprise Leadership master's program:

• Undergraduate university degree, or expected completion of such a degree prior to starting the MA-Business program.

• Demonstrated knowledge of business fundamentals (or specific plan for acquiring prior to the start of the program); some possible ways of satisfying this include:
  • Undergraduate degree with business major or minor
  • Completion of Certificate in Business or Certificate of Entrepreneurship at UW-Madison
  • Earning GPA >= 3.0 in intermediate college course work covering at least two core business disciplines (marketing, operations, finance, accounting, management); completion of GEN BUS 310 or GEN BUS 311 satisfies this requirement, and can be taken online during the summer prior to the start of the program
• Undergraduate transcript, GPA >= 3.0.
• One letter of recommendation, preferably addressing the applicant’s professional skills.
• Resume.
• Response to essay question.
• An interview may be requested.

Additional international student requirements:
• TOEFL score of at least 100 (or TOEFL paper-based test score of 600 or IELTS score of 7.0). Applicants are exempt from this requirement if:
  • English is the exclusive language of instruction at the undergraduate institution; or
  • You have earned a degree from a regionally accredited U.S. college or university not more than 5 years prior to the anticipated semester of enrollment; or
  • You have completed at least two full-time semesters of graded course work, exclusive of ESL courses, in a U.S. college or university, or at an institution outside the U.S. where English is the exclusive language of instruction. Completion of graded course work cannot be more than five years prior to the anticipated semester of enrollment.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

BOLZ CENTER RESOURCES

The Master of Arts-Business: Arts and Creative Enterprise Leadership Program gives you the opportunity to earn a master’s degree fusing business and cultural practice and receive paid work and/or project development seed funding. Please contact the Bolz Center (bolz@wsb.wisc.edu?subject=Financial%20Assistance%20for%20MAB: %20Arts%20and%20Creative%20Enterprise%20Leadership) for specific information regarding merit aid and other financial support.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. Students may be required to retake a course for which they receive a grade lower than a C.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>All students must pass the impact consulting courses, M HR 746 and 747</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select one of these options:</td>
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<td></td>
</tr>
<tr>
<td>Foundation Course Option 1:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>M HR</td>
<td>Introduction to Arts</td>
<td></td>
</tr>
<tr>
<td>INTEGART 632</td>
<td>Entrepreneurship</td>
<td></td>
</tr>
<tr>
<td>&amp; M HR</td>
<td>and Entrepreneurship in Arts &amp; Cultural Organizations</td>
<td></td>
</tr>
<tr>
<td>INTEGART 636</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foundation Course Option 2:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>M HR 773</td>
<td>Seminar-Arts Administration</td>
<td></td>
</tr>
<tr>
<td>&amp; M HR 774</td>
<td>and Seminar-Arts Administration</td>
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</table>
All courses below are required:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MHR 723</td>
<td>Business Strategy</td>
<td>3</td>
</tr>
<tr>
<td>MHRCSCS 742</td>
<td>Nonprofit Board Leadership Development I</td>
<td>2</td>
</tr>
<tr>
<td>MHRCSCS 743</td>
<td>Nonprofit Board Leadership Development II</td>
<td>1</td>
</tr>
<tr>
<td>MHR 746</td>
<td>Impact Consulting for Arts-Based Organizations and Communities I</td>
<td>3</td>
</tr>
<tr>
<td>MHR 747</td>
<td>Impact Consulting for Arts-Based Organizations and Communities II</td>
<td>2</td>
</tr>
<tr>
<td>MHR 799</td>
<td>Reading and Research-Management</td>
<td>1</td>
</tr>
</tbody>
</table>

**Elective Courses (see below)**

Elective Courses

Please consult with your advisor for course approval. Due to the interdisciplinary nature of arts management, any course offered by the School of Business (including departments: ACCT IS, ACT SCI, FINANCE, GEN BUS, INFO SYS, INTL BUS, M H R, MARKETING, OTM, REAL EST, or R M I) can be used to complete the required elective credits. Courses outside of the School of Business will be considered on a case-by-case basis. Students in this program may find these elective courses particularly relevant:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DS 641</td>
<td>Advanced Design Thinking for Transformation</td>
<td>3</td>
</tr>
<tr>
<td>OTM 760</td>
<td>Managing by Design</td>
<td>3</td>
</tr>
<tr>
<td>MHR 722</td>
<td>Entrepreneurial Management</td>
<td>3</td>
</tr>
<tr>
<td>MHR 734</td>
<td>Venture Creation</td>
<td>3</td>
</tr>
<tr>
<td>MHR 741</td>
<td>Technology Entrepreneurship</td>
<td>3</td>
</tr>
<tr>
<td>MHR 715</td>
<td>Strategic Management of Innovation</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 757</td>
<td>Entrepreneurial Finance</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING 737</td>
<td>New Product Innovation</td>
<td>3</td>
</tr>
<tr>
<td>URB R PL 741</td>
<td>Introduction to Planning</td>
<td>3</td>
</tr>
<tr>
<td>MHR 628</td>
<td>Negotiations</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST/ URB R PL 720</td>
<td>Urban Economics</td>
<td>3</td>
</tr>
<tr>
<td>MHR 611</td>
<td>Personnel Staffing and Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>ACCT IS 710</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING 755</td>
<td>Marketing in a Digital Age</td>
<td>3</td>
</tr>
<tr>
<td>MARKETING 715</td>
<td>Marketing Communications</td>
<td>3</td>
</tr>
<tr>
<td>CSCS 400</td>
<td>Philanthropy and Civic Engagement</td>
<td>3</td>
</tr>
<tr>
<td>CSCS 460</td>
<td>Civil Society and Community Leadership</td>
<td>3</td>
</tr>
<tr>
<td>CSCS 501</td>
<td>Special Topics</td>
<td>1-3</td>
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<tr>
<td>PUB AFFR 820</td>
<td>Community Economic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>URB R PL/C&amp;E SOC/ SOC 617</td>
<td>Community Development</td>
<td>3</td>
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</tbody>
</table>

**First Year**

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>Foundation Course (Option #1 or #2)</td>
<td></td>
<td>3 Foundation Course (Option #1 or #2)</td>
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</tr>
</tbody>
</table>

Total Credits 30

**POLICIES**

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

Up to 7 credits numbered 300 or above of required or elective courses from the undergraduate work completed at UW–Madison towards fulfillment of minimum degree and minor credit requirements. However, this work would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above.

**UW–Madison University Special**

With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 9 credits of coursework numbered 700 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to the master’s degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

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**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:
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2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.
   b. If the complaint involves an academic department, the student must contact the Office of the Dean who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from the receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

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The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level, These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students must be enrolled full-time.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
BOLZ CENTER RESOURCES

Students have a multitude of opportunities to pursue professional development, both within the programs, as well as across campus. In the Bolz Center, students will be part of the biennial Bolz Center Collegium, a professional development and alumni event, which boasts national/international field and industry speakers and workshops. We also provide opportunities for our students to participate in events including Madison Nonprofit Day, WI Arts Advocacy Day, and the UW Fundraising and Development Workshop each year. Additional speakers and guests visit the center for one-day convenings and seminars, and we host site visits where we visit these industry leaders in their home cities and organizations.

LEARNING OUTCOMES

1. Explore and apply foundational knowledge in arts and business topics in non-profit and entrepreneurial contexts that include evidence-based decision-making, cultural sensitivity and artistic integrity.
2. Demonstrate knowledge of strategic frameworks and their use in mission-based organizations and agencies to interpret data and executive on evidence-based plans.
3. Lead and manage teams effectively in a variety of cross-sector cultural settings, using the tools of organizational analysis, community development and placemaking and program evaluation.
4. Engage in ethical decision-making that is sensitive to and informed by a diverse group of stakeholders, when developing and advancing plans of strategy, fund development, entrepreneurial action and evaluation.
5. Successfully share their ideas with a diverse set of constituents and stakeholders through group facilitation methodologies, as well as employing frameworks for informative, persuasive and inspired communications.
6. Build cross-sector professional networks by providing volunteer service to the field and working within and across arts/creative enterprises and/or relevant communities.

PEOPLE

The Wisconsin School of Business at UW–Madison has been building artful leaders for over 50 years. The Bolz Center for Arts Administration supports the oldest and longest running graduate program in arts administration in the world. The Bolz Center is committed to training leaders who are curious, life-long learners. Through focused curriculum, discussion, research, and analysis of arts and cultural nonprofit management, the Bolz Center refines our collective understanding of what it means to manage and lead in this challenging, rewarding, and ever-changing field. The Center also serves as a model for exploration through consulting projects, national initiatives, and experiences that engage our alumni and colleagues around the world. Please see the Bolz Center’s website (https://bus.wisc.edu/centers/bolz-center-for-arts-administration/center-leadership-staff/) for a list of program leaders.

ACCREDITATION

ACCREDITATION

AACSB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


BUSINESS: MANAGEMENT AND HUMAN RESOURCES, M.S.

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business. Joining collaborative, inspiring, trustworthy, and progressive WSB alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 275)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

Mode of Instruction

<table>
<thead>
<tr>
<th>Mode</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

Curricular Requirements

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide">https://registrar.wisc.edu/course-guide</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Contact the program for information on required assessments and examinations.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Contact the program for information on any language requirements.</td>
</tr>
</tbody>
</table>

Required Courses

This master's degree is earned by students on the way to earning the Ph.D. in Business. Refer to the curricular requirements for specific tracks within the Business Ph.D. (p. 275) for required courses.

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures ([https://grad.wisc.edu/acadpolicy/](https://grad.wisc.edu/acadpolicy/)) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior Coursework

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 9 credits of coursework numbered 700 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to the master’s degree is not allowed to satisfy requirements.

Probation

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

Advisor / Committee

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. A committee often accomplishes advising for the students in the early stages of their studies.

Credits Per Term Allowed

15 credits

Time Constraints

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.
GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students must be enrolled full-time.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
LEARNING OUTCOMES

1. Understand the connection between human resource management and overall business strategy.
2. Analyze organization compensation strategy to identify problems and develop solutions that support the organization’s strategy.
3. Discern which staffing techniques are poor, fair, and good predictors of employees’ future job performance.
4. Comprehend the various challenges currently facing the labor and employment relations system to be able to address these challenges.
5. Apply appropriate tactics in competitive and cooperative negotiations individually and as part of a negotiation team.
6. Design work systems and roles that allow employees to contribute to organization performance.

PEOPLE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

Ramon Aldag, B.S., MBA, Ph.D.
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astajkovic@bus.wisc.edu

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ann.terlaak@wisc.edu

Charles Trevor, B.A., M.A., M.A., Ph.D.
Professor
charlie.trevor@wisc.edu

ACCREDITATION

Accreditation

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BUSINESS: MANAGEMENT AND HUMAN RESOURCES, MBA

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NAMED OPTION IN STRATEGIC HUMAN RESOURCES MANAGEMENT

The Wisconsin MBA in Business: Management and Human Resources named option in Strategic Human Resource Management (SHRM) produces leaders who are equipped with the necessary skills to change tomorrow. The curriculum combines expertise in human resources with the knowledge required to be a strategic business partner. Many of the functional areas of HR and core competencies are covered through academic courses and program activities outside the classroom. The combination of core MBA learning, specialized courses, applied learning opportunities, and human resources internships sets the Wisconsin SHRM program apart from its competitors. See the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/strategic-human-resource-management/) for more information.

ADMISSIONS

Students apply to the MBA in Business: Management and Human Resources through its named option:
FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
<th>Overall Graduate GPA Requirement</th>
<th>Other Grade Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum 54 credits</td>
<td>48 credits</td>
<td>Half of degree coursework (27 credits out of 54 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
<td>Overall 3.00 GPA required.</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Language No language requirements.

REQUIRED COURSES

Select a Named Option (p. 1202) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the MBA in Business: Management and Human Resources must select one of the following named options:

- BUSINESS: MANAGEMENT AND HUMAN RESOURCES: STRATEGIC HUMAN RESOURCE MANAGEMENT, MBA (P. 1203)

POLICIES

Students should refer to the named options for policy information:

- Business: Management and Human Resources: Strategic Human Resource Management, MBA (p. 1203)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

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LEARNING OUTCOMES

1. Understand the connection between human resource management and overall business strategy.
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6. Design work systems and roles that allow employees to contribute to organization performance.

PEOPLE

For information about the faculty and their research interests, please visit the directory (https://wsb.wisc.edu/faculty-research/academic-departments/management-human-resources/faculty/).
ACCREDITATION

Accreditation

AACSB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


BUSINESS: MANAGEMENT AND HUMAN RESOURCES: STRATEGIC HUMAN RESOURCE MANAGEMENT, MBA

This is a named option in the Business: Management and Human Resources MBA. (p. 1201)

ADMISSIONS

Admission consideration for the MBA program requires a four-year undergraduate degree or the equivalent, in any discipline, from an accredited institution. The Wisconsin School of Business prefers a minimum of two years of professional work experience along with a strong undergraduate performance. In addition to academic credentials, a GMAT or GRE score, and work experience, personal achievements, motivation, communication skills (written and oral), and recommendation letters are all considered in the admission process at the Master’s and doctoral levels.

Note: The Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) must have been taken within five years prior to receiving an offer of admission. All applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS), or show the completion of an Interlink program. A minimum iBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.

HOW TO APPLY

Students interested in Business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

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REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

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NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

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CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>54 credits</td>
</tr>
<tr>
<td>Credit</td>
<td></td>
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<tr>
<td>Requirement</td>
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</tr>
<tr>
<td>Minimum</td>
<td>48 credits</td>
</tr>
<tr>
<td>Residence</td>
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<tr>
<td>Credit</td>
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</tr>
<tr>
<td>Requirement</td>
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<tr>
<td>Minimum</td>
<td>Half of degree coursework (27 credits out of 54 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Coursework</td>
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<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Overall</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Graduate GPA</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
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</tbody>
</table>
Electives must be approved by advisor.

### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 710</td>
<td>Ethics, Integrity and Society</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 725</td>
<td>Consulting Practicum</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
</tr>
<tr>
<td>M H R 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
<tr>
<td>M H R 723</td>
<td>Business Strategy</td>
<td>2</td>
</tr>
<tr>
<td>MARKETNG 700</td>
<td>Marketing Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>2</td>
</tr>
<tr>
<td>M H R 610</td>
<td>Compensation: Theory and Administration</td>
<td>3</td>
</tr>
<tr>
<td>M H R 611</td>
<td>Personnel Staffing and Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>M H R 612</td>
<td>Labor-Management Relations</td>
<td>3</td>
</tr>
<tr>
<td>M H R 628</td>
<td>Negotiations</td>
<td>3</td>
</tr>
<tr>
<td>M H R 728</td>
<td>Bargaining, Negotiating and Dispute Settlement for Managers</td>
<td>3</td>
</tr>
<tr>
<td>M H R 705</td>
<td>Human Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>M H R 765</td>
<td>Contemporary Topics (Topic: People Analytics)</td>
<td>3</td>
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<tr>
<td>M H R 765</td>
<td>Contemporary Topics (Topic: MHR HR Capstone)</td>
<td>6</td>
</tr>
<tr>
<td>OTM 758</td>
<td>Managing Technological and Organizational Change</td>
<td>3</td>
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<tr>
<td>Electives</td>
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<td>9</td>
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<tr>
<td>Total Credits</td>
<td></td>
<td>54</td>
</tr>
</tbody>
</table>

Electives must be approved by advisor.

1 Waivers for this requirement and the associated credit will be offered if students have one year or more of United States work experience, or are not seeking an internship for approved reasons, such as company-sponsored status, active military, starting their own business as a founder/owner, or have a medical or family hardship. There may be other approvals on a case by case basis.

2 Students will take this specific 3 credit topics course twice.

### GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### NAMED OPTION-SPECIFIC POLICIES

### PRIOR COURSEWORK

#### Graduate Work from Other Institutions

With program and department approval, up to 6 credits of graduate coursework completed two years prior to admission at an AACSB accredited institution, in which a grade of B or better was earned, may count toward the degree.

#### UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

#### UW–Madison University Special

With program and department approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 600 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

### ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

### CREDITS PER TERM ALLOWED

15 credits

### TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.
GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosostudents.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosostudents.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students are expected to be enrolled full-time for all semesters. Exceptions may be granted in the final semester.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

STRATEGIC HUMAN RESOURCE MANAGEMENT CENTER
For information about the faculty and their research interests, please visit the directory (https://wsb.wisc.edu/faculty-research/academic-departments/management-human-resources/faculty/).

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Linda Barrett
Assistant Director
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ENTREPRENEURSHIP, GRADUATE/PROFESSIONAL CERTIFICATE
The graduate/professional certificate in entrepreneurship seeks to provide entrepreneurial knowledge and skills to students who desire to launch a new organization, work more effectively in startup situations, or explore and better understand the regulatory policies that affect company formation and performance. The certificate is available to all UW–Madison graduate degree-seeking students (excluding University Special students).

A student who has completed this certificate will have good foundational skills in recognizing promising opportunities and building a new organization or venture to create social/economic value.

Students who successfully complete the requirements for the certificate and submit the required certificate declaration and certificate completion forms to the Department of Management and Human Resources office will have the certificate noted on their official university transcripts by the Office of the Registrar.

ADMISSIONS
Before beginning any coursework, we suggest you consult with your faculty advisor (or, where appropriate, graduate program coordinator).

Note: The application for declaring your certificate must be completed prior to graduation. Your application automatically serves as a declaration of your intent to pursue the certificate. This declaration will become part of your academic record.

APPLICATION INFORMATION IS AVAILABLE ON THE PROGRAM WEBSITE (https://bus.wisc.edu/mba/current-students/certificate-programs/entrepreneurship/#application-information).

REQUIREMENTS
The 12-credit program draws upon entrepreneurship courses in the School of Business, but students may select approved, elective courses from a variety of schools and colleges across the university that address the ability to launch and lead new ventures. Approved courses develop and deepen students’ capacity to: assess opportunities, analyze the structure of markets, develop new products, perform financial analysis, understand the consequences of entity types, use intellectual property strategically in dynamic markets, form effective teams, and formulate strategies for organizational growth. Other courses help students better understand the role of entrepreneurial activity in economic growth and the achievement of societal goals.

LEARNING OUTCOMES
1. Students will understand the different career paths in entrepreneurship.
2. Students will understand what makes an effective founding team for a new venture.
3. Students will understand critical legal issues in the management of an entrepreneurial firm.
4. Students will be able to write the central components of business plans including being able to apply critical financial and management accounting issues specific to the growing venture.
5. Students will understand key opportunities for minimizing risk and maximizing reward in new ventures.

STRATEGIC INNOVATION: TECHNOLOGY, ORGANIZATIONS, AND SOCIETY, GRADUATE/PROFESSIONAL CERTIFICATE
The graduate/professional certificate in strategic innovation seeks to provide knowledge and skills to students around the development of innovative products, services, and processes within an existing organization. The certificate is available to all UW–Madison graduate-degree-seeking students (excluding University Special students).

ADMISSIONS
Before beginning any coursework, we suggest you consult with your faculty advisor (or, where appropriate, graduate program coordinator).

Note: The application for declaring your certificate must be completed prior to graduation. Your application automatically serves as a declaration of your intent to pursue the certificate. This declaration will become part of your academic record.

APPLICATION INFORMATION IS AVAILABLE ON THE PROGRAM WEBSITE (https://bus.wisc.edu/mba/current-students/certificate-programs/strategic-innovation/#application-information).
REQUIREMENTS

The 12-credit program draws upon strategy and related courses in the School of Business, but students may select approved, elective courses from a variety of schools and colleges across the university that deepen students’ capacity for:

- Analyzing new markets
- Managing research and product development processes in existing organizations
- Supporting organizational creativity
- Articulating innovative business models
- Identifying and appropriating the value of intellectual property
- Assessing society-level innovation systems

The certificate program offers foundational skills and knowledge appropriate for graduate students who anticipate working in dynamic organizations that depend on innovation to compete in the marketplace and/or use innovation to create value for society more broadly.

A student who has completed the certificate will be prepared to execute in-depth new product development plans for an existing organization or identify and evaluate innovation challenges in society.

Students who successfully complete the requirements for the certificate and submit the required certificate declaration and certificate completion forms to the Department of Management and Human Resources office will have the certificate noted on their official university transcripts by the Office of the Registrar.

LEARNING OUTCOMES

1. Students will be able to recognize, evaluate, select and implement business opportunities emerging from technological solutions.
2. Students will be able to manage technological and innovative processes based on the understanding of industry and market trends.
3. Students will be able to make business decisions in an emerging technology industry context.
4. Students will be able to evaluate competitive advantage (or lack thereof) stemming from technology.
5. Students will be able to develop understanding of strategies that firms use to appropriate value from technology.

MARKETING

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Business: Marketing, M.S. (p. 1208)
- Business: Marketing, MBA (p. 1211)

PEOPLE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

FACULTY AND STAFF IN MARKETING

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Page Moreau, B.A., MBA, Ph.D.
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Faculty Director of the Center for Brand and Product Management
page.moreau@wisc.edu

Jack Nevin, B.S., M.S., Ph.D.
Professor Emeritus
BUSINESS: MARKETING, M.S.

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive WSB alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

ADMISSIONS

This master's program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 275)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

Mode of Instruction

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Contact the program for information on required assessments and examinations.</td>
</tr>
</tbody>
</table>
Language | Contact the program for information on any language requirements.

REQUIRED COURSES
This master's degree is earned by students on the way to earning the Ph.D. in Business. Refer to the curricular requirements for specific tracks within the Business Ph.D. (p. 275) for required courses.

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 9 credits of coursework numbered 700 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to the Master’s degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dos.o.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
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  - Dean of Students Office (https://dos.o.students.wisc.edu/) (for all students to seek grievance assistance and support)
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  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the
The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are based on the Graduate School's Academic Policies and Procedures described in the Graduate School's Academic Policies and Procedures.

1. If the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.
2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.
3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.
4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.
5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School's Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER
Students must be enrolled full time.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Clearly articulate a business recommendation based on a discovered consumer insight. (A.C. Nielsen Specialization)
2. Demonstrate a knowledge of or ability to grow business profitably through marketing research efforts. (A.C. Nielsen Specialization)
3. Articulate a business problem and translate it into a marketing research question. (A.C. Nielsen Specialization)
4. Evaluate a business problem and apply an appropriate marketing research technique to address the problem. (A.C. Nielsen Specialization)
5. Develop key elements of a brand’s business plan that drive growth. (Brand Specialization)
6. Perform business analytics used to improve a brand’s business results. (Brand Specialization)
7. Articulate a plan for achieving their industry professional aspirations. (A.C. Nielsen Specialization)
8. Demonstrate professional protocols for succeeding in the corporate environment. (Brand Specialization)
9. Summarize current challenges faced by the marketing research industry and know potential solutions or how the industry is approaching the challenge. (A.C. Nielsen Specialization)
10. Effectively communicate in order to drive growth for their brand’s business. (Brand Specialization)
11. Understand how to lead a cross-functional brand and product team to achieve a goal or an objective. (Brand Specialization)

PEOPLE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

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Cheng He, B.S., M.S., Ph.D.
Assistant Professor
As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive Wisconsin School of Business alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

PRODUCT MANAGEMENT

The Center for Brand and Product Management is the nation’s first university-based center focused on producing talent and knowledge in the field of brand and product management. The center was established to fill a gap—no one was training business students to be top-notch brand managers. Brand management is the one “specialty” that requires a breadth of business skills. The Center for Brand and Product Management’s unique environment—and uniquely effective blend of curriculum and applied learning—builds those skills. Since its inception in 2003, the Center for Brand and Product Management has had 100 percent internship placement and strong full-time placement at some of the best consumer-packaged-goods companies around the country. Students leave with a network, a community, and a portfolio of applied learning experiences. See the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/brand-product-management/) for more information.

MARKETING ANALYTICS & INSIGHTS

There is no better foundation for marketing action than marketing research. The A.C. Nielsen Center for Marketing Research offers the premier full-time MBA in Business: Marketing program with a named option in Marketing Analytics & Insights. The center was established in 1990 and is built on the legacy and funding of the Arthur C. Nielsen Jr. family, pioneers in the field of marketing research. It was created to train MBA students in the specialized ideas, issues, and techniques of marketing research, as well as to help discover and disseminate new marketing research knowledge. See the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/marketing-analytics-insights/) for more information.
the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>

| Overall Graduate GPA Requirement | 3.00 GPA required. |
| Other Grade Requirements | The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. |

| Assessments | n/a and Examinations |
| Language Requirements | n/a |

**REQUIRED COURSES**

Select a Named Option (p. 1212) for courses required.

**NAMED OPTIONS**

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the MBA in Business: Marketing must select one of the following named options:

- BUSINESS: MARKETING: MARKETING ANALYTICS AND INSIGHTS, MBA (P. 1213)
- BUSINESS: MARKETING: PRODUCT MANAGEMENT, MBA (P. 1216)

**POLICIES**

Students should refer to one of the named options for policy information:

- Marketing Analytics and Insights (p. 1213)
- Product Management (p. 1216)

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Design and manage marketing research studies to answer specific research questions. (Marketing Analytics & Insights Named Option)
2. Articulate a business problem and translate it into a set of marketing research questions. (Marketing Analytics & Insights Named Option)
3. Effectively communicate and defend business recommendations using consumer insights from the marketing analytics and insights they design and discover. (Marketing Analytics & Insights Named Option)
4. Demonstrate a knowledge of how to grow business profitably through marketing analytics and insights. (Marketing Analytics & Insights Named Option)
5. Understand and adopt suitable qualitative and quantitative methodologies for the studies they design. (Marketing Analytics & Insights Named Option)
6. Perform business analytics used to improve a brand's business results. (Product Management Named Option)
7. Develop key elements of a brand's business plan that drive growth. (Product Management Named Option)
8. Demonstrate professional protocols for succeeding in the corporate environment. (Product Management Named Option)
9. Effectively communicate in order to drive growth for their brand's business. (Product Management Named Option)
10. Understand how to lead a cross-functional brand and product team to achieve a goal or an objective. (Product Management Named Option)

**PEOPLE**

For information about the faculty and their research interests, please visit the directory (https://wsb.wisc.edu/faculty-research/academic-departments/marketing/faculty/).
Admissions to the Business: Marketing Analytics and Insights, MBA will be suspended as of fall 2022 and will be discontinued as of fall 2023. If you have any questions, please contact the department.

This is a named option in the Business: Marketing MBA. (p. 1211)

Marketing action requires a balance of art and science, based on analytical thinking and a deep understanding of businesses and consumers. The A.C. Nielsen Center for Marketing Analytics and Insights offers the premier full-time MBA in Business: Marketing program with a named option in Marketing Analytics and Insights. The center was established in 1990 and is built on the legacy and funding of the Arthur C. Nielsen Jr. family, pioneers in the field of marketing research. It was created to train MBA students in the specialized ideas, issues, and techniques of marketing research, as well as to help discover and disseminate new marketing research knowledge. See the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/marketing-analytics-insights/) for more information.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement

55 credits

Minimum Residence Credit Requirement

42 credits

Minimum Graduate Coursework Requirement

Half of degree coursework (28 credits out of 55 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Contact the program for information on required assessments and examinations.

Language Requirements

Contact the program for information on any language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
</table>

**Year One**

**Fall Semester = 15 Credits**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2</td>
</tr>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
<td>2</td>
</tr>
<tr>
<td>MARKETNG 700</td>
<td>Marketing Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>2</td>
</tr>
<tr>
<td>M H R 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
<tr>
<td>MARKETNG 710</td>
<td>Marketing Research</td>
<td>3</td>
</tr>
<tr>
<td>MARKETNG 840</td>
<td>Current Topics in Marketing Analytics &amp; Insights</td>
<td>1</td>
</tr>
</tbody>
</table>

**Spring Semester = 13 Credits**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M H R 723</td>
<td>Business Strategy</td>
<td>2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 710</td>
<td>Ethics, Integrity and Society</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 725</td>
<td>Consulting Practicum</td>
<td>1</td>
</tr>
<tr>
<td>MARKETNG 737</td>
<td>New Product Innovation</td>
<td>3</td>
</tr>
<tr>
<td>MARKETNG 815</td>
<td>Marketing Analytics</td>
<td>3</td>
</tr>
<tr>
<td>MARKETNG 840</td>
<td>Current Topics in Marketing Analytics &amp; Insights</td>
<td>1</td>
</tr>
</tbody>
</table>

**Summer Semester = 1 credit**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
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</table>

**Year Two**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 720</td>
<td>Data Visualization for Business Analytics</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 740</td>
<td>Experiments and Causal Methods for Business Insights</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 760</td>
<td>Data Technology for Business Analytics</td>
<td>3</td>
</tr>
<tr>
<td>MARKETNG 840</td>
<td>Current Topics in Marketing Analytics &amp; Insights</td>
<td>1</td>
</tr>
</tbody>
</table>

Electives 6

**Total Credits** 55

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

No credits of prior coursework are allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

No credits of prior coursework are allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.
A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dozo.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dozo.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of programdepartmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and postdocs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

*Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.*

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are

OTHER
Students must be enrolled full-time.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

A.C. NIELSEN CENTER FOR MARKETING ANALYTICS AND INSIGHTS
For information about the faculty and their research interests, please visit the directory (https://wsb.wisc.edu/faculty-research/academic-departments/marketing/faculty/).

Neeraj Arora, MBA, Ph.D.
Professor
Faculty Director
neeraj.arora@wisc.edu

Kristin Branch, BBA, MBA
Faculty Associate
Director
kristin.branch@wisc.edu

Sarah Kervin
Assistant Director
sarah.kervin@wisc.edu

BUSINESS: MARKETING: PRODUCT MANAGEMENT, MBA

Admissions to the Business: Marketing: Product Management, MBA will be suspended as of fall 2022 and will be discontinued as of fall 2023. If you have any questions, please contact the department.

This is a named option in the Business: Marketing, MBA. (p. 1211)

ADMISSIONS

Admissions to the Product Management named option have been suspended as of fall 2022. Students currently in the program will be supported and will be able to complete the program; however, no new students will be allowed to enroll in the named option. The School of Business now offers an updated Business: Marketing MBA degree. Additional information can be found on the Program Website (https://wsb.wisc.edu/programs-degrees/mba/full-time/).

Admission consideration for the MBA Program requires a four-year undergraduate degree or the equivalent, in any discipline, from an accredited institution. The School of Business seeks a minimum of two years of full-time work experience along with a strong undergraduate performance. In addition to academic credentials, GMAT scores and work experience, personal achievements, motivation, communication skills (written and oral), international exposure and recommendation letters are considered in the admission process at both the master's and doctoral levels.

Note: The Graduate Management Admission Test (GMAT), taken within five years of the starting term, is required of all applicants to the School of Business; the Graduate Record Exam (GRE) may be an acceptable alternative on a case by case basis. All applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS), or show the completion of an Interlink program. A minimum iBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.

HOW TO APPLY
Students interested in Business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/)

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

**Requirements Detail**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>62 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>31 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (31 credits out of 62 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

**Assessments and Examinations**
None.

**Language Requirements**
No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Year One</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fall Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>3</td>
</tr>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
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<td>MARKETNG 700</td>
<td>Marketing Management</td>
<td>3</td>
</tr>
<tr>
<td>M H R 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
<tr>
<td>MARKETNG 710</td>
<td>Marketing Research</td>
<td>3</td>
</tr>
<tr>
<td><strong>Spring Semester</strong></td>
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<td></td>
</tr>
<tr>
<td>MARKETNG 765</td>
<td>Contemporary Topics (Topic: CBPM Applied Learning)</td>
<td>1</td>
</tr>
<tr>
<td>M H R 723</td>
<td>Business Strategy</td>
<td>3</td>
</tr>
<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>3</td>
</tr>
<tr>
<td>MARKETNG 737</td>
<td>New Product Innovation</td>
<td>3</td>
</tr>
<tr>
<td>MARKETNG 815</td>
<td>Marketing Analytics</td>
<td>3</td>
</tr>
<tr>
<td>MARKETNG 765</td>
<td>Contemporary Topics (Topic: CBPM Applied Learning)</td>
<td>1</td>
</tr>
<tr>
<td>MARKETNG 765</td>
<td>Contemporary Topics (Topic: Global Applied Learning (optional))</td>
<td>1</td>
</tr>
</tbody>
</table>

**Summer Semester**

| GEN BUS 750 | Professional Experience in Business       | 1       |

**Year Two**

| **Fall Semester** |                                                        |         |
| MARKETNG 710 | Marketing Channel Strategy                    | 3       |
| MARKETNG 735 | Brand Strategy                               | 3       |
| MARKETNG 765 | Contemporary Topics (Topic: CBPM Applied Learning) | 1       |
| Electives    |                                                           | 6       |
| Optional Elective |                                              |         |
| **Spring Semester** |                                      |         |
| MARKETNG 460 | Marketing Strategy                           | 3       |
| MARKETNG 715 | Marketing Communications                     | 3       |
| MARKETNG 765 | Contemporary Topics                          | 1       |
| Electives    |                                                           | 6       |
| Optional Elective |                                              |         |
| **Total Credits** |                                            |         |
|                                                           | 62      |

POLICIES

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**
No credits of prior coursework are allowed to satisfy requirements.

**UW–Madison Undergraduate**
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**
No credits of prior coursework are allowed to satisfy requirements.
PROBATION
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CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20
working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School's Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER
Students must be enrolled full time.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

CENTER FOR BRAND AND PRODUCT MANAGEMENT
For information about the faculty and their research interests, please visit the directory (https://wsb.wisc.edu/faculty-research/academic-departments/marketing/faculty/).

Page Moreau, B.A., MBA, Ph.D.
Professor
Faculty Director
page.moreau@wisc.edu

Michael Judge, M.A.
Faculty Associate
Director
michael.judge@wisc.edu

Sarah Kervin
Assistant Director
sarah.kervin@wisc.edu

MATERIALS SCIENCE AND ENGINEERING

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Materials Science and Engineering, Doctoral Minor (p. 1219)
• Materials Science and Engineering, M.S. (p. 1220)
• Materials Science and Engineering, Ph.D. (p. 1230)

MATERIALS SCIENCE AND ENGINEERING, DOCTORAL MINOR

REQUIREMENTS
The M S & E department offers a minor in Materials Science and Engineering for students studying towards a Ph.D. in other disciplines. The doctoral minor consists of at least 9 credits (typically 3 courses) of M S & E (http://guide.wisc.edu/courses/m_s_e/) courses. Within those nine credits, 6 must be at the 400 level or above, and 3 must be at the 700 level or above. Students must earn a B or higher in every course. Graduate coursework from other institutions cannot be used to satisfy the coursework requirements.

PEOPLE

PROFESSORS
Izabela Szlufarska (Chair)
Michael S. Arnold
Susan Babcock
Chang-beom Eom
Paul Evans
Padma Gopalan
Sindo Kou
Roderic Lakes
Dane Morgan
John Perepezko
Ian Robertson
Kumar Sridharan
Donald Stone
Dan J. Thoma
Paul Voyles
Xudong Wang

ASSISTANT PROFESSORS
Dawei Feng
Jiamian Hu
Jason Ken Kawasaki
Daniel Rhodes

See also Materials Science and Engineering Faculty Directory (https://directory.engr.wisc.edu/mse/faculty/).
The Department of Materials Science and Engineering offers two distinct master of science (M.S.) degree programs:

- Materials Science and Engineering M.S., Research (p. 1225) - traditional master's program culminating in a thesis for students wishing to conduct research during their program
- Materials Science and Engineering M.S., Nanomaterials and Nanoengineering (p. 1222) - accelerated, course-based master's program

ABOUT MATERIALS SCIENCE AND ENGINEERING

Meeting many of the most critical challenges facing modern society requires advances in the materials that underpin new technologies. Examples include providing carbon-free and renewable energy, clean water, advanced medical treatments and devices, and sustainable materials manufacturing. New materials are also required for continued economic growth in areas as diverse as aerospace, computing, and sensors.

Materials scientists and engineers at UW–Madison work toward solutions to these problems via research in a wide variety of areas. Research areas include ceramics, computational material science; composites; corrosion; electrical, optical, magnetic materials; growth and synthesis; joining; materials for energy; metals; materials characterization and microscopy; nanomaterials; phase transformations; photonics; polymers and biomaterials; materials for nuclear energy; quantum computing; self-assembly; semiconductors; structural materials and mechanical properties; surfaces and interfaces; sustainability; thin films; and wear.

More broadly, the field of materials science and engineering is in the middle of a revolution in how we design and deploy new materials. The old way is by trial and error, which involves laboratory testing of hundreds or thousands of candidate materials, which is costly and can take decades to develop a new materials and deploy it in practical technologies. The emerging new method leverages advances in computational materials science; materials databases, data science, and machine learning; and high throughput materials synthesis and characterization to achieve true design of materials. The goal is to develop and deploy new materials much more quickly and much lower cost than ever before. Materials design is a major theme of materials research on campus, organized around the areas of materials design via atomically controlled thin film systems, modular design of nanomaterials, and integrated experimental and computational materials engineering. Materials design and these themes cut across the research and application areas list above.

Materials research extends across campus, well beyond the boundaries of the Department of Materials Science and Engineering, so graduate students in materials can pursue research with a large number of affiliate faculty. Faculty emphasize the cross-cutting, interdisciplinary nature of materials research, which is also reflected by the diverse undergraduate backgrounds of the student body, many of whom do not have undergraduate degrees in materials.

Materials research benefits from major campus facilities, including the Materials Science Center, the Wisconsin Microscopy and Characterization Center, Wisconsin Center for Applied Microelectronics, and the Soft Materials Laboratory. Research is supported by major centers, including the National Science Foundation Materials Research Science and Engineering Center and the Grainger Institute for Engineering.

Materials graduates from Wisconsin find long-term success in careers in private industry, national laboratories, and academia in the US and around the world.

ADMISSIONS

Students apply to the Master of Science in Materials Science and Engineering through one of the named options:

- Nanomaterials and Nanoengineering (p. 1222)
- Research (p. 1225)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

FINANCIAL ASSISTANCE

Please note that most funding is available for Ph.D. students and there is limited resources for M.S. students. International students must prove one year of funding before requesting assistance. Financial assistance is not available for students enrolled in the named option M.S. in Nanomaterials and Nanoengineering (p. 1222).

Various types of financial assistance are available for entering graduate students, including research assistantships, teaching assistantships, fellowships and special grants. Decisions regarding financial support are made on the basis of letters of recommendation, grades, GRE general test scores, and, for research assistantships, the matching of the interests or experience of the applicant to the research programs of individual faculty members. December 15th is the deadline for receipt of fellowship applications. Foreign students are generally not eligible for university fellowships. Applications for other types of support are accepted until mid-February.

RESEARCH AND TEACHING ASSISTANTSHIPS

Research assistantships (RAs) are available in any materials science area. These appointments are under the supervision of the major professor directing the research. Students interested in research assistantships in a particular area are encouraged to contact professors whose work is of special interest. The faculty's research interests are given in the Department of Materials Science and Engineering faculty section. An RA permits the most rapid progress toward a degree. Research assistantships in materials science graduate students are comparable to similar stipends from other institutions. Information about stipends can be obtained from the Associate Chair of Graduate Studies, acgs@mse.wisc.edu (http://guide.wisc.edu/graduate/materials-science-engineering/materials-science-engineering-ms/acgs@mse.wisc.edu).

Teaching assistantships involve teaching rather than research experience. They pay approximately the same as research assistantships.
Teaching experience is especially desirable for students considering an academic career. The Department of Materials Science and Engineering supports a limited number of teaching assistantships, which are allocated after admissions. Applications for teaching assistantships positions for the 2020–2021 academic year are available here (https://docs.google.com/document/d/1-L8U7xhNQ9i-FOJbk0qJA67H8tZzC09qRyt1DeGZ_lo/edit/).

**FELLOWSHIPS**

Herb Fellowships in Materials Science are given out each year. The Herb Fellowship is a one-year full-ride fellowship for incoming graduate students. It is intended to provide especially strong students extra flexibility and independence in formulating their graduate research program.

Fellowships supporting graduate education are also offered on a competitive basis by organizations such as the National Science Foundation (http://www.nsf.gov/), the Hertz Foundation (http://www.hertzfndn.org/), the U.S. Department of Defense and a number of industries and foundations. Because some of these fellowships have fall application deadlines, early application is necessary. GRE scores for the General Test are required for fellowship applications.

**OTHER FUNDING INFORMATION**

If you choose to attend UW-Madison and plan to pursue funding on your own, the following sites could be very helpful:

- Graduate School Funding Resources (https://grad.wisc.edu/studentfunding/prospective/)
- Graduate School Costs and Funding (https://grad.wisc.edu/studentfunding/currentstudents/)
- Tuition & Fees (https://registrar.wisc.edu/tuition_&_fees.htm)

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td>30 credits</td>
<td>16 credits</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Graduate GPA Requirement</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td></td>
<td></td>
<td>Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

**POLICIES**

Students should refer to one of the named options for policy information:

- Nanomaterials and Nanoeengineering (https://guide.wisc.edu/graduate/materials-science-engineering/nanomaterials-engineering-ms/materials-science-engineering-nanomaterials-nanoengineering-ms/)
- Research (p. 1225)

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PROGRAM RESOURCES**

Find information about professional development from the College of Engineering at the following webpage: https://epd.wisc.edu/.
LEARNING OUTCOMES

1. Demonstrate a strong understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and solve advanced engineering problems.
3. Demonstrate creative, independent problem solving skills.
4. Apply the latest scientific and technological advancements, advanced techniques, and modern engineering tools to these problems.
5. Recognize and apply principles of ethical and professional conduct.

PEOPLE

PROFESSORS

Izabela Szlufarska (Chair)
Michael S. Arnold
Susan Babcock
Chang-beom Eom
Paul Evans
Padma Gopalan
Sindo Kou
Roderic Lakes
Dane Morgan
John Perepezko
Ian Robertson
Donald Stone
Dan J. Thoma
Paul Voyles
Xudong Wang

ASSISTANT PROFESSORS

Dawei Feng
Jiamian Hu
Jason Ken Kawasaki
Daniel Rhodes

See also Materials Science and Engineering Faculty Directory (https://directory.engr.wisc.edu/mse/faculty/).

MATERIALS SCIENCE AND ENGINEERING: NANOMATERIALS AND NANOENGINEERING, M.S.

This is a non-thesis named option within the Materials Science and Engineering M.S. (p. 1220)

Nanomaterials and nanotechnology are part of a rapidly expanding industrial segment. According to the NSF-funded National Nanotechnology Initiative, up to 1 million jobs in nanotechnology are expected to be available in the United States.

IS THIS PROGRAM RIGHT FOR YOU?

The demand for engineers who specialize in nanotechnology and nanotechnology is growing rapidly. The Nanomaterials and Nanotechnology program provides students with the opportunity to build a comprehensive fundamental and applied knowledge base for nanomaterials processing, characterization, and nanodevice development.

If questions, please contact CoE Grad Admissions at mseaegradadmission@engr.wisc.edu; Subject Line: MSE Grad Admissions. Please see admission requirements on the Admissions tab.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>2</td>
</tr>
</tbody>
</table>

Applicants normally are expected to have a B.S. in the physical sciences or engineering. Undergraduate studies normally would include mathematics through differential equations, at least one year each of general physics and chemistry, a course in physical chemistry or modern physics, and an elementary course in properties of materials. Applicants may be admitted with deficiencies. These must be made up as soon as possible after entering the program.

IMPORTANT APPLICATION INFORMATION

Admission to the University of Wisconsin-Madison Graduate School (http://grad.wisc.edu/) is a prerequisite for admission to study materials science. A minimum GPA of 3.0/4.0 is required. Admission is highly selective. Most admitted students have an undergraduate GPA above 3.5. However, full consideration will be given to all students meeting the UW-Madison graduate school requirements.

Foreign students must submit satisfactory results on the TOEFL (http://www.ets.org/toefl/) or another acceptable English Language Test. Please use institution code: 1846; no department code is necessary. Information about these exams can be obtained from the Educational Testing Service, Princeton, New Jersey 08540 or Berkeley, California 94704.
Please use the online application (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f) to begin your application. If you have questions about the application or admissions process, please do not hesitate to e-mail msaegradadmission@engr.wisc.edu.

The graduate school offers a limited number of application fee grants (waivers of all or part of the application fee) that are available in a few specific circumstances. Further information is available here. (https://grad.wisc.edu/admissions/feegrants/)

#Submit only the documents requested.

NOTE: PLEASE DO NOT SEND DOCUMENTS TO THE GRADUATE SCHOOL. ALL DOCUMENTS SHOULD BE UPLOADED WITH YOUR APPLICATION.

QUESTIONS?
Check out the Admissions FAQ or contact us at msaegradadmission@engr.wisc.edu.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM INFORMATION

Financial assistance from the University or the Department is not available for the Master of Science named option program in Nanomaterials and Nanoengineering.

If you would like to pursue funding on your own, the following sites could be helpful:

- Graduate School Funding Resources (https://grad.wisc.edu/studentfunding/prospective/)
- Graduate School Costs and Funding (https://grad.wisc.edu/studentfunding/currentstudents/)
- Tuition & Fees (https://registrar.wisc.edu/tuition_&_fees.htm)

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements | Detail |
---|---|
Minimum Credit Requirement | 30 credits |
Minimum Residence Credit Requirement | 16 credits |
Minimum Graduate Coursework Requirement | Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/). |
Overall Graduate GPA Requirement | 3.00 GPA required. |
Other Grade Requirements | The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. |
Assessments and Examinations | No formal examination is required. |
Language Requirements | None. |

REQUIRED COURSES

- M S & E 350 Introduction to Materials Science: must be taken during the first semester of enrollment (3 credits).
- M S & E 900 Materials Research Seminar: must be taken in both the Fall and Spring semester (1 credit each, 2 credits total).
- M S & E 553 Nanomaterials & Nanotechnology
- A minimum of 22 additional credits from the courses listed below.
  - At least 10 credits of the additional coursework must be at the graduate level.
  - At most 4 credits of M S & E 699 Independent Study may be taken.
students who received a Materials Science and Engineering B.S. at UW-Madison are allowed to count up to 7 credits from the Department of Materials Science and Engineering numbered 300 or above toward the minimum graduate degree credit requirement. These credits must be taken in excess of the undergraduate degree requirements. If that coursework is numbered 700 or above it may be used to satisfy the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement.

**UW–Madison University Special**

Typically, no UW-Madison University Special student credits may be counted toward graduate program requirements. However, with program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward meeting program requirements; that coursework students who received a Materials Science and Engineering B.S. at UW-Madison are allowed to count up to 7 credits from the Department of Materials Science and Engineering numbered 300 or above toward the minimum graduate degree credit requirement. These credits must be taken in excess of the undergraduate degree requirements. If that coursework is numbered 700 or above it may be used to satisfy the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. In many cases, an advisor is assigned to incoming students. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

**CREDITS PER TERM ALLOWED**

15 credits; Suggested course credit allocation:

- Summer session: 4 credits
- Fall semester: 13 credits
- Spring semester: 13 credits

**TIME CONSTRAINTS**

The Master of Science in Nanomaterials and Nanoengineering, which is a named option program within the Department of Materials Science and Engineering, can be completed within 12 months and must be completed within 16 months.

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
MS&E Grievance Procedures

Students who feel they have been unfairly treated or otherwise have a grievance related to the policies and procedures for graduate study in the Materials Science and Engineering Department may choose to submit a formal grievance to the department. Before taking this step, however, students are encouraged to discuss their grievance directly with the person or persons involved. Respectful, professional, direct communication can often reach a more satisfactory resolution to an issue more quickly than a formal grievance procedure.

To pursue a formal grievance, the student should submit a letter describing the issue in detail to the department Associate Chair of Graduate Studies within 60 days of the precipitating incident. (Should the grievance involve the Director of Graduate Studies, the letter should be submitted to the department Chair.) The Director (or Chair) will convene a committee of not fewer than three department faculty. The committee will obtain a written response from the person or persons who are the subject of the complaint. The committee will then decide a course of action in response to the grievance. The response from the subject of the complaint and the committee course of action will be communicated in writing to the student within 15 working days of submission of the grievance. The course of action will be implemented no later than 10 working days of the communication.

If the departmental procedure does not resolve the grievance, the student may appeal to the College of Engineering or the Graduate School. The College grievance procedures are currently available at http://www.engr.wisc.edu/current/current-students-how-to-file-a-grievance.html, and the Graduate School procedures are available at http://grad.wisc.edu/acadpolicy/.

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

OTHER

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

Find information about professional development from the College of Engineering at the following webpage: https://epd.wisc.edu/.

PEOPLE

Professors:

Mike Arnold, Sue Babcock, Chang-Beom Eom, Paul Evans, Padma Gopalan, Sindo Kou, Rod Lakes, Dane Morgan, John Perepezko, Ian Robertson, Don Stone, Izabela Szlufarska, Paul Voyles, and Xudong Wang.

Assistant Professors:

Dawei Feng, Jason Kawasaki, Jiamian Hu, and Dan Rhodes.

MATERIALS SCIENCE AND ENGINEERING: RESEARCH, M.S.

This is a named option within the Materials Science and Engineering M.S. (p. 1220)

The Research named option in the Materials Science and Engineering M.S. is designed for students wishing to conduct research during their program. This program takes approximately two years to complete and a thesis is required.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).
**Requirements** | **Detail**
--- | ---
Fall Deadline | December 15
Spring Deadline | October 1
Summer Deadline | December 15
GRE (Graduate Record Examinations) | Required.
English Proficiency Test | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) | n/a
Letters of Recommendation | 3

Applicants normally are expected to have a B.S. in the physical sciences or engineering. Undergraduate studies normally would include mathematics through differential equations, at least one year each of general physics and chemistry, a course in physical chemistry or modern physics, and an elementary course in properties of materials. Applicants may be admitted with deficiencies. These must be made up as soon as possible after entering the program.

**IMPORTANT APPLICATION INFORMATION**
Admission to the University of Wisconsin–Madison Graduate School (http://grad.wisc.edu/) is a prerequisite for admission to study materials science. A minimum GPA of 3.0/4.0 is required. Graduate Record Examinations (http://www.ets.org/gre/) scores on the General Test are required. Admission is highly selective. Most admitted students have an undergraduate GPA above 3.5. Mean GRE scores in the most recent admission cycle were quantitative: 166, verbal: 163, and analytical writing: 3.5. However, full consideration will be given to all students meeting the UW–Madison graduate school requirements. Please use institution code: 1846; no department code is necessary.

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The graduate school offers a limited number of application fee grants (waivers of all or part of the application fee) that are available in a few specific circumstances. Further information is available here. (https://grad.wisc.edu/admissions/feegrants/)

#Submit only the documents requested.

**APPLICATION DEADLINES:**
Spring semester: October 1
Fall semester: December 15
Summer: December 15

**QUESTIONS?**
Check out the Admissions FAQ or contact us at msaegradadmission@engr.wisc.edu.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

**FINANCIAL ASSISTANCE**
Please note that most funding is available for Ph.D. students and there is limited resources for M.S. students. International students must prove one year of funding before requesting assistance. Financial assistance is not available for students enrolled in the named option M.S. in Nanomaterials and Nanoengineering (p. 1222).

Various types of financial assistance are available for entering graduate students, including research assistantships, teaching assistantships, fellowships and special grants. Decisions regarding financial support are made on the basis of letters of recommendation, grades, GRE general test scores, and, for research assistantships, the matching of the interests or experience of the applicant to the research programs of individual faculty members. December 15th is the deadline for receipt of fellowship applications. Foreign students are generally not eligible for university fellowships. Applications for other types of support are accepted until mid-February.

**RESEARCH AND TEACHING ASSISTANTSHIPS**
Research assistantships (RAs) are available in any materials science area. These appointments are under the supervision of the major professor directing the research. Students interested in research assistantships in a particular area are encouraged to contact professors whose work is of special interest. The faculty’s research interests are given in the Department of Materials Science and Engineering faculty section. An RA permits the most rapid progress toward a degree. Research assistantships in materials science graduate students are comparable to similar stipends from other institutions. Information about stipends can be obtained from the Associate Chair of Graduate Studies, acgs@mse.wisc.edu (http://guide.wisc.edu/graduate/materials-science-engineering/materials-science-engineering-ms/acgs@mse.wisc.edu).

Teaching assistantships involve teaching rather than research experience. They pay approximately the same as research assistantships. Teaching experience is especially desirable for students considering an academic career. The Department of Materials Science and
ENGINEERING supports a limited number of teaching assistantships, which are allocated after admissions. Applications for teaching assistantship positions for the 2020–2021 academic year are available here (https://docs.google.com/document/d/1-LBUTxhNQ9i-FOJbk0qJa67H8lZC09qRytIDeGZJo/edit/).

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Herb Fellowships in Materials Science are given out each year. The Herb Fellowship is a one-year full-ride fellowship for incoming graduate students. It is intended to provide especially strong students extra flexibility and independence in formulating their graduate research program.

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If you choose to attend UW-Madison and plan to pursue funding on your own, the following sites could be very helpful:

- Graduate School Funding Resources (https://grad.wisc.edu/studentfunding/prospective/)
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- Tuition & Fees (https://registrar.wisc.edu/ tuition & fees.htm)

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Face to Face</strong></td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong></td>
</tr>
<tr>
<td><strong>Online</strong></td>
</tr>
<tr>
<td><strong>Hybrid</strong></td>
</tr>
<tr>
<td><strong>Accelerated</strong></td>
</tr>
</tbody>
</table>

- **Face to Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**CURRICULAR REQUIREMENTS**

**REQUIREMENTS Detail**

<table>
<thead>
<tr>
<th><strong>Requirements</strong></th>
<th><strong>Detail</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum 16 credits Residence Credit Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum Half of degree coursework (15 credits out of 30 total credits) Graduate Coursework Requirement</td>
<td>must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall 3.00 GPA required Graduate GPA Requirement</td>
<td></td>
</tr>
<tr>
<td>Other Grade Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. Requirements</td>
<td></td>
</tr>
<tr>
<td>Assessments Students must prepare a Master’s thesis, present it in a public seminar, and defend it in closed examination by Examinations their Master’s committee. The format and procedures must conform to the Graduate School rules for a Master’s thesis, currently found at <a href="http://grad.wisc.edu/currentstudents/mastersthesis/">http://grad.wisc.edu/currentstudents/mastersthesis/</a>). Requirements</td>
<td></td>
</tr>
</tbody>
</table>

**Language Requirements**

None.

**REQUIRED COURSES**

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M S &amp; E 521</td>
<td>Advanced Polymeric Materials</td>
<td></td>
</tr>
<tr>
<td>M S &amp; E 530</td>
<td>Thermodynamics of Solids</td>
<td></td>
</tr>
<tr>
<td>M S &amp; E 551</td>
<td>Structure of Materials</td>
<td></td>
</tr>
<tr>
<td>M S &amp; E 752</td>
<td>Advanced Materials Science: Transformations</td>
<td></td>
</tr>
<tr>
<td>E P/E M A 547</td>
<td>Engineering Analysis I</td>
<td></td>
</tr>
<tr>
<td>CBE 660</td>
<td>Intermediate Problems in Chemical Engineering</td>
<td></td>
</tr>
<tr>
<td>MATH 703</td>
<td>Methods of Applied Mathematics 1</td>
<td></td>
</tr>
<tr>
<td>MATH 704</td>
<td>Methods of Applied Mathematics 2</td>
<td></td>
</tr>
</tbody>
</table>
**Materials Elective Courses:**
The same course may not satisfy more than one requirement. For example, if M S & E 530 Thermodynamics of Solids is taken as a Materials Core Course, it could not be used as a Materials Elective Course. In addition, only one mathematics course may be counted as a materials core or materials elective course. Students or faculty may request that a course be added to the list by submitting a letter to the department graduate secretary including the course syllabus and explaining why the course is a materials-centric course.

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<tbody>
<tr>
<td>M S &amp; E 401</td>
<td>Special Topics in Materials Science and Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>M S &amp; E/CHEM 421</td>
<td>Polymeric Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E/N E 423</td>
<td>Nuclear Engineering Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E/N E 433</td>
<td>Principles of Corrosion</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 434</td>
<td>Introduction to Thin-Film Deposition Processes</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 441</td>
<td>Deformation of Solids</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 448</td>
<td>Crystallography and X-Ray Diffraction</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 451</td>
<td>Introduction to Ceramic Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 456</td>
<td>Electronic, Optical, and Magnetic Properties of Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 460</td>
<td>Introduction to Computational Materials Science and Engineering</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 461</td>
<td>Advanced Metal Casting</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E/M E 462</td>
<td>Welding Metallurgy</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 463</td>
<td>Materials for Elevated Temperature Service</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 465</td>
<td>Fundamentals of Heat Treatment</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E/CIV ENGR/474</td>
<td>Rock Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 521</td>
<td>Advanced Polymeric Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 530</td>
<td>Thermodynamics of Solids</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E/E M A 541</td>
<td>Heterogeneous and Multiphase Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 551</td>
<td>Structure of Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 553</td>
<td>Nanomaterials &amp; Nanotechnology</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 560</td>
<td>Fundamentals of Atomistic Modeling</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 570</td>
<td>Properties of Solid Surfaces</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 648</td>
<td>Advanced X-ray Scattering Methods in Materials Science and Engineering</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 660</td>
<td>Mesoscale Modeling of Materials</td>
<td>3</td>
</tr>
</tbody>
</table>
students are allowed to count up to 7 credits numbered 300 or above toward the minimum graduate degree credit requirement when taken in excess of the undergraduate degree requirements; if that coursework is numbered 700 or above it may be used to satisfy the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement.

**UW–Madison University Special**

Typically, no UW–Madison University Special student credits may be counted toward graduate program requirements. However, with program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement; if that coursework is numbered 700 or above it may satisfy the minimum graduate coursework (50%) requirement.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

Students without a researcher advisor at the end of their first year enrolled are in danger of failing to make adequate progress towards their degree. Students can be suspended from the Graduate School if they do not have an advisor.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

The Master's degree is typically completed within three years.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**MS&E Grievance Procedures**

Students who feel they have been unfairly treated or otherwise have a grievance related to the policies and procedures for graduate study in the Materials Science and Engineering Department may choose to submit a formal grievance to the department. Before taking this step, however, students are encouraged to discuss their grievance directly with the person or persons involved. Respectful, professional, direct communication can often reach a more satisfactory resolution to an issue more quickly than a formal grievance procedure.

To pursue a formal grievance, the student should submit a letter describing the issue in detail to the department Associate Chair of Graduate Studies within 60 days of the precipitating incident. (Should the grievance involve the Director of Graduate Studies, the letter should be submitted to the department Chair.) The Director (or Chair) will convene a committee of not fewer than three department faculty. The committee will obtain a written response from the person or persons who are the subject of the complaint. The committee will then decide a course of action in response to the grievance. The response from the subject of the complaint and the committee course of action will be communicated in writing to the student within 15 working days of submission of the grievance. The course of action will be implemented no later than 10 working days of the communication.

If the departmental procedure does not resolve the grievance, the student may appeal to the College of Engineering or the Graduate School. The College grievance procedures are currently available at http://www.engr.wisc.edu/current/current-students-how-to-file-a-grievance.html (http://www.engr.wisc.edu/current/current-students-how-to-file-a-grievance.html) and the Graduate School procedures are available at http://grad.wisc.edu/acadpolicy/ (http://grad.wisc.edu/acadpolicy/)

The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

Find information about professional development from the College of Engineering at the following webpage: https://epd.wisc.edu/.

PEOPLE

PROFESSORS

Izabela Szlufarska (Chair)
Michael S. Arnold
Susan Babcock
Chang-beom Eom
Paul Evans
Padma Gopalan
Sindo Kou
Roderic Lakes
Dane Morgan
John Perepezko
Ian Robertson
Kumar Sridharan
Donald Stone
Dan J. Thoma
Paul Voyles
Xudong Wang

ASSISTANT PROFESSORS

Dawei Feng
Jiamian Hu
Jason Ken Kawasaki
Daniel Rhodes

See also Materials Science and Engineering Faculty Directory (https://directory.engr.wisc.edu/mse/faculty/).

MATERIALS SCIENCE AND ENGINEERING, PH.D.

Meeting many of the most critical challenges facing modern society requires advances in the materials that underpin new technologies. Examples include providing carbon-free and renewable energy, clean water, advanced medical treatments and devices, and sustainable materials manufacturing. New materials are also required for continued economic growth in areas as diverse as aerospace, computing, and sensors.

Materials scientists and engineers at UW–Madison work toward solutions to these problems via research in a wide variety of areas. Research areas include ceramics, computational material science; composites; corrosion; electrical, optical, magnetic materials; growth and synthesis; joining; materials for energy; metals; materials characterization and microscopy; nanomaterials; phase transformations; photonics; polymers and biomaterials; materials for nuclear energy; quantum computing; self-assembly; semiconductors; structural materials and mechanical properties; surfaces and interfaces; sustainability; thin films; and wear.

More broadly, the field of materials science and engineering is in the middle of a revolution in how we design and deploy new materials. The old way is by trial and error, which involves laboratory testing of hundreds or thousands of candidate materials, which is costly and can take decades to develop a new materials and deploy it in practical technologies. The emerging new method leverages advances in computational materials science; materials databases, data science, and machine learning; and high throughput materials synthesis and characterization to achieve true design of materials. The goal is to develop and deploy new materials much more quickly and much lower cost than ever before. Materials design is a major theme of materials research on campus, organized around the areas of materials design via atomically controlled thin film systems, modular design of nanomaterials, and integrated experimental and computational materials engineering. Materials design and these themes cut across the research and application areas list above.

Materials research extends across campus, well beyond the boundaries of the Department of Materials Science and Engineering, so graduate students in materials can pursue research with a large number of affiliate faculty. Faculty emphasize the cross-cutting, interdisciplinary nature of materials research, which is also reflected by the diverse undergraduate backgrounds of the student body, many of whom do not have undergraduate degrees in materials.

Materials research benefits from major campus facilities, including the Materials Science Center, the Wisconsin Microscopy and Characterization Center, Wisconsin Center for Applied Microelectronics, and the Soft Materials Laboratory. Research is supported by major centers, including the National Science Foundation Materials Research Science and Engineering Center and the Grainger Institute for Engineering.

Materials graduates from Wisconsin find long-term success in careers in private industry, national laboratories, and academia in the US and around the world.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
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Other Test(s) (e.g., GMAT, MCAT)  n/a

Letters of Recommendation  3

Required

Admission to the University of Wisconsin–Madison Graduate School (http://grad.wisc.edu/) is a prerequisite for admission to study materials science. A minimum GPA of 3.0/4.0 is required. Graduate Record Examinations (http://www.ets.org/gre/) scores on the General Test are required. Admission is highly selective. Most admitted students have an undergraduate GPA above 3.5. Mean GRE scores in the most recent admission cycle were quantitative: 166, verbal: 163, and analytical writing: 3.5. However, full consideration will be given to all students meeting the UW–Madison graduate school requirements. Please use institution code: 1846; no department code is necessary.

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Spring semester: October 1
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Research assistantships in materials science graduate students are comparable to similar stipends from other institutions. Information about stipends can be obtained from the Associate Chair of Graduate Studies, acgs@mse.wisc.edu (http://guide.wisc.edu/graduate/materials-science-engineering/materials-science-engineering-phd/acgs@mse.wisc.edu).

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MAJOR REQUIREMENTS

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</thead>
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<tr>
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<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum</th>
<th>51 credits</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Residence Credit Requirement</th>
<th>Minimum</th>
<th>32 credits</th>
</tr>
</thead>
</table>

| Graduate Coursework Requirement | Minimum | Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-search-enroll/). |

Overall
Graduate GPA Requirement
3.00 GPA required.

Other Grade Requirements
The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations
Students entering without a previous master's degree:

- Students must pass a qualifying exam in Materials Science and Engineering. The exam must be attempted within 13 months of the start of the student’s first semester enrolled. If the first attempt is not passed, a second attempt is required within four months.

- Students must pass a preliminary exam / thesis proposal exam. This exam is typically undertaken by the end of the fourth semester enrolled and must be undertaken by the end of the fifth semester. If the first attempt is not passed, a second attempt is required within three months. Students may earn the M S & E Master’s degree the semester they pass their preliminary exam.

- Students must prepare a doctoral dissertation, present it in a public seminar, defend it in closed examination by their doctoral committee, and deposit it with the Graduate School.

Students entering with a master’s degree:

- Students on this track must pass the qualifying exam, thesis proposal exam, and thesis defense as described above, on the same schedule with respect to their matriculation date. Students who fail one of these exams will have the opportunity to earn a terminal Master's degree in M S & E, even if they have been granted a course substitution.

Language Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>None.</th>
</tr>
</thead>
</table>

Doctoral Minor/Breadth

- All doctoral students are required to complete a minor.
- If students choose a distributed minor (Option B), they must select a topic or theme and three courses around Requirements that theme. At least one course must be graduate level (numbered 700 or above or has Graduate Course Attribute). There are no other restrictions on the course department or topic.

REQUIRED COURSES

Courses for Students Starting from a Bachelor's Degree and Enrolling Directly in the Ph.D. Program
The Graduate School requires that a Ph.D. student earn at least 51 total credits, at least half of which must be at the graduate level. Thus, M S & E graduate students are required to take at least 25 additional credits of research study (51 credits - 24 course credits - 2 credits for M S & E 900 Materials Research Seminar) beyond the required lecture or laboratory courses. These credits may be research credits, additional courses, or a combination of both. For research credits, students should register for the following courses:
1. Before earning the Master's degree, students should register for M S & E 790 Master's Research or Thesis.
2. After earning the Master's degree, they should register for M S & E 890 Pre-Dissertator's Research.
3. Once they have achieved dissertator status, they should register for M S & E 990 Research and Thesis.

All course requirements are subject to modification or substitution to better serve the research needs of the student. To request a change, submit a letter to the department Graduate Coordinator signed by the student and advisor proposing a change and explaining how the change will better suit the student's needs, especially as it pertains to their research. Course substitutions and other curriculum variances are decided by the department’s director of graduate studies, subject to appeal to the department’s Graduate Governance Committee and the grievance procedure.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M S &amp; E 900</td>
<td>Materials Research Seminar</td>
<td>1</td>
</tr>
<tr>
<td>M S &amp; E 521</td>
<td>Advanced Polymeric Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 530</td>
<td>Thermodynamics of Solids</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 551</td>
<td>Structure of Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 752</td>
<td>Advanced Materials Science: Phase Transformations</td>
<td>3</td>
</tr>
<tr>
<td>E P/E M A 547</td>
<td>Engineering Analysis I</td>
<td>3</td>
</tr>
<tr>
<td>CBE 660</td>
<td>Intermediate Problems in Chemical Engineering</td>
<td>3</td>
</tr>
<tr>
<td>MATH 703</td>
<td>Methods of Applied Mathematics 1</td>
<td>3</td>
</tr>
<tr>
<td>MATH 704</td>
<td>Methods of Applied Mathematics 2</td>
<td>3</td>
</tr>
<tr>
<td>PHYSICS 721</td>
<td>Theoretical Physics-Electrodynamics</td>
<td>3</td>
</tr>
</tbody>
</table>

Materials electives courses
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M S &amp; E 401</td>
<td>Special Topics in Materials Science and Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>M S &amp; E/CHEM 421</td>
<td>Polymeric Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E/N E 423</td>
<td>Nuclear Engineering Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E/N E 433</td>
<td>Principles of Corrosion</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 434</td>
<td>Introduction to Thin-Film Deposition Processes</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 441</td>
<td>Deformation of Solids</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 448</td>
<td>Crystallography and X-Ray Diffraction</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 451</td>
<td>Introduction to Ceramic Materials</td>
<td>3</td>
</tr>
<tr>
<td>M S &amp; E 456</td>
<td>Electronic, Optical, and Magnetic Properties of Materials</td>
<td>3</td>
</tr>
</tbody>
</table>

1. Take two consecutive semesters.
2. Take three materials core courses, chosen from these options.
3. Electives must be selected from the list of Materials Elective Courses.
Additionally, the student’s research advisor must sign a form available from the department Graduate Coordinator approving the five courses taken to fulfill the materials core and materials electives requirements.

**Courses for Students Starting from a Master’s Degree and Enrolling Directly in the Ph.D. Program**
These requirements cover students who (1) have already earned a master’s degree in M S & E or a related field and (2) do not wish to earn an M S & E master’s from UW.

Students must enroll in the introductory seminar, M S & E 900 Materials Research Seminar, for their first two semesters of enrollment.

Students must satisfy all of the course requirements for the Ph.D. given in the preceding section. However, they may request that courses taken as part of a previous master’s degree at another institution serve to satisfy a portion of the requirements. Students will have one month after matriculation to identify that they wish to follow this track to their Ph.D. and to submit all their course substitution requests. Course substitutions will not be considered later in the student’s Ph.D. studies.

To make such a request, the student should submit a request to the department Graduate Coordinator describing (1) the course from a previous institution; (2) the UW course equivalent; (3) the M S & E course requirement that will be satisfied. The request must include sufficient information to determine if the courses are equivalent. Typically, a syllabus listing the course textbook and lecture topics is sufficient. A course catalog description is typically insufficient. Courses taken while enrolled as an undergraduate student at another institution will not be considered for substitution. This includes courses at the graduate level taken while the student is enrolled as an undergraduate.

If a request is not approved, the student must fulfill the corresponding requirement at the University of Wisconsin–Madison.

If one or more course substitutions are accepted, the student will not earn a master’s degree in Materials Science and Engineering from UW–Madison as part of their Ph.D. studies.

**Policies**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**
With program approval, students are allowed to count up to 9 credits of graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. For additional requirements, consult the program. Students who count credits of graduate coursework from other institutions toward their M S & E Ph.D. degree credit requirements cannot earn a M S & E Master’s degree.

**UW–Madison Undergraduate**
Typically, no UW-Madison Undergraduate student credits may be counted toward graduate program requirements. However, with program approval, students are allowed to count up to 7 credits numbered 300 or above toward the minimum graduate degree credit requirement when taken in excess of the undergraduate degree requirements. If that coursework is numbered 700 or above it may be used to satisfy the minimum graduate coursework (50%) requirement. No credits can be counted toward the minimum graduate residence credit requirement.

**UW–Madison University Special**
Typically, no UW-Madison University Special student credits may be counted toward graduate program requirements. However, with program approval, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement, and the minimum graduate degree credit requirement. If that coursework is numbered 700 or above it may satisfy the minimum graduate coursework (50%) requirement.

**PROBATION**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

Students without a researcher advisor at the end of their first year enrolled are in danger of failing to make adequate progress towards their degree. Students can be suspended from the Graduate School if they do not have an advisor.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**
The Ph.D. is typically completed within six years. A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
• Dean of Students Office (https://doso students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www eao wisc edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employees disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad wisc edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance wisc edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct students wisc edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**MS&E Grievance Procedures**

Students who feel they have been unfairly treated or otherwise have a grievance related to the policies and procedures for graduate study in the Materials Science and Engineering Department may choose to submit a formal grievance to the department. Before taking this step, however, students are encouraged to discuss their grievance directly with the person or persons involved. Respectful, professional, direct communication can often reach a more satisfactory resolution to an issue more quickly than a formal grievance procedure.

To pursue a formal grievance, the student should submit a letter describing the issue in detail to the department Associate Chair of Graduate Studies within 60 days of the precipitating incident. (Should the grievance involve the Director of Graduate Studies, the letter should be submitted to the department Chair.) The Director (or Chair) will convene a committee of no fewer than three department faculty. The committee will obtain a written response from the person or persons who are the subject of the complaint. The committee will then decide a course of action in response to the grievance. The response from the subject of the complaint and the committee course of action will be communicated in writing to the student within 15 working days of submission of the grievance. The course of action will be implemented no later than 10 working days of the communication.

If the departmental procedure does not resolve the grievance, the student may appeal to the College of Engineering or the Graduate School. The College grievance procedures are currently available at http://www.engr.wisc.edu/current/current-students-how-to-file-a-grievance.html, (http://www.engr.wisc.edu/current/current-students-how-to-file-a-grievance.html) and the Graduate School procedures are available at http://grad.wisc.edu/acadpolicy/. (http://grad.wisc.edu/acadpolicy/)

The Assistant Dean for Graduate Affairs (engr-dean graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

**OTHER**

n/a

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PROGRAM RESOURCES**

Find information about professional development from the College of Engineering at the following webpage: https://epd.wisc.edu/.

**LEARNING OUTCOMES**

1. Demonstrate an ability to synthesize knowledge from a subset of the biological, physical, and social sciences to help frame problems critical to the future of their discipline.
2. Conduct original research.
3. Demonstrate an ability to create new knowledge and communicate it to their peers.
4. Fosters ethical and professional conduct.

**PEOPLE**

**PROFESSORS**

Izabela Szlufarska (Chair)
Michael S. Arnold
Susan Babcock
Chang-beom Eom
Paul Evans
Padma Gopalan
Sindo Kou
Roderic Lakes
Dane Morgan
John Perepezko
Ian Robertson
Kumar Sridharan
Donald Stone
Dan J. Thoma
Paul Voyles
Xudong Wang

**ASSISTANT PROFESSORS**

Dawei Feng
Jiamian Hu
Jason Ken Kawasaki
Daniel Rhodes
See also Materials Science and Engineering Faculty Directory (https://directory.engr.wisc.edu/mse/faculty/).

**MATHEMATICS**

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES**

- Mathematics, Doctoral Minor (p. 1236)
- Mathematics, M.A. (p. 1236)
- Mathematics, Ph.D. (p. 1243)

**PEOPLE**

**Faculty:** Professors Anderson, Angenent, Arinkin, Căldăraru, Craciun, Denisov, Ellenberg, Feldman, Gong, Kent, Lempp, Mari Beffa, Maxim, Miller, Paul, Poltoratski, Roch, Seeger, Seppäläinen (chair), Smith, Stechmann, Street, Terwilliger, Thiffeault, Valko, Waleffe, Yang; Associate Professors Andrews, Dymarz, Erman, Gorin, Gurevich, Ifrim, Kim, Li, Marshall, Soloskova, Spagnolie, Stovall, Tran; Assistant Professors Chen, Cochran, Guo, Kemeny, Rodriguez, Shankar, Shcherbyna, Shen, Waldron, Wang, Wu, Zepeda-Núñez, Zimmer; Affiliate Faculty Pimentel-Alarcón, Ron.

**MATHEMATICS, DOCTORAL MINOR**

**REQUIREMENTS**

I. THE MATH DEPARTMENT MINOR REQUIREMENTS

The general requirements for a minor are stated in the Guide. Listed here are the requirements for a mathematics minor under Option A.

1. A math minor consists of at least 12 graduate credits in mathematics courses (http://guide.wisc.edu/courses/math/) that are approved by a math minor advisor. These courses must be taken as a graduate student. All courses must be completed with a grade of B or better. Graduate mathematics credits transferred from another university may be considered but prior approval by the math minor advisor is necessary.

2. At least 6 credits must be in math courses at the 700 level or above.

3. At most one course cross-listed with the major department may be used for the math minor. This course must be staffed by the mathematics department and it may not be applied to any requirement for the major department.

4. According to rules of the Graduate School, graduate credit can be given only for courses above 300. The math department has a more restrictive policy; it typically does not consider math courses below 500 as graduate courses. Hence, credit for math classes below 500 will not be counted for the doctoral minor in mathematics.

II. THE PROCESS

1. Students should plan which courses they would like to use to meet the minor requirements. They can use this this form (https://go.wisc.edu/d3i695/) for planning the coursework. Students and the math minor advisor (http://www.math.wisc.edu/contactus/#gradminor) complete this form and students keep a copy of it. (Students can print a copy of the form and fill in some parts before the meeting.) Completion of the planning form is not required, but a completed form, signed by a math minor advisor, does offer a guarantee that the math department will accept the courses for a minor. The course program for a math minor must be approved by a math minor advisor at some point, but this approval could also be obtained after the courses have been taken.

2. Students will need a form signed by a math minor advisor certifying approval of their course selection for the math minor, and/or certifying completion of the minor requirements. The department may have forms for these purposes, or students can use a Math Department Minor Agreement Form (http://atrium.math.wisc.edu/sites/default/files/graduate_minor_in_mathematics_form.pdf).

3. When everything is completed, students need to have the Graduate School warrant signed. The major department will request a warrant from the Graduate School. Students take the warrant to one of the math minor advisors for a signature and then take it back to the major department.

**PEOPLE**

**Faculty:** Professors Anderson, Angenent, Arinkin, Căldăraru, Craciun, Denisov, Ellenberg, Feldman, Gong, Kent, Lempp, Mari Beffa, Maxim, Miller, Paul, Poltoratski, Roch, Seeger, Seppäläinen (chair), Smith, Stechmann, Street, Terwilliger, Thiffeault, Valko, Waleffe, Yang; Associate Professors Andrews, Dymarz, Erman, Gorin, Gurevich, Ifrim, Kim, Li, Marshall, Soloskova, Spagnolie, Stovall, Tran; Assistant Professors Chen, Cochran, Guo, Kemeny, Rodriguez, Shankar, Shcherbyna, Shen, Waldron, Wang, Wu, Zepeda-Núñez, Zimmer; Affiliate Faculty Pimentel-Alarcón, Ron.

**MATHEMATICS, M.A.**

Ph.D. students in the math department and students enrolled in other UW–Madison Ph.D. programs are eligible to earn an M.A. degree with the named option titled Foundations for Research (FR) (p. 1237).

The M.A. degree is available with the named option titled Foundations of Advanced Studies (FAS) (p. 1240). It is designed to strengthen the student’s mathematics background and enhance the opportunities for applications to Ph.D. programs and for employment as a mathematician in nonacademic environments.

**ADMISSIONS**

Students apply to the Master of Arts in Mathematics through the named option or the Ph.D.:

- The Foundations for Research (p. 1237) named option is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (https://guide.wisc.edu/graduate/mathematics/mathematics- phd/#admissionstext).
- Foundations of Advanced Studies (https://guide.wisc.edu/graduate/ mathematics/mathematics-ma/mathematics-foundations-advanced-studies-ma/)
GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

FUNDING

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>The coursework must consist of graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Graduate GPA Requirement</td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>None.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Select a Named Option (https://guide.wisc.edu/graduate/mathematics/mathematics-ma/#NamedOptions) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Arts in Mathematics must select one of the following named options:

- MATHEMATICS: FOUNDATIONS FOR RESEARCH, M.A. (p. 1237)
- MATHEMATICS: FOUNDATIONS OF ADVANCED STUDIES, M.A. (p. 1240)

POLICIES

Students should refer to one of the named options for policy information:

- Foundations for Research (p. 1237)
- Foundations of Advanced Studies (https://guide.wisc.edu/graduate/mathematics/mathematics-ma/mathematics-foundations-advanced-studies-ma/)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Learn a substantial body of mathematics presented in introductory graduate level courses in mathematics.
2. Select and utilize appropriate methodologies to solve problems.
3. Communicate clearly in written/oral presentations.
4. Recognize and apply principles of ethical and professional conduct.

PEOPLE

Faculty: Professors Anderson, Angenent, Arinkin, Căldăraru, Craciun, Denisov, Ellenberg, Feldman, Gong, Kent, Lempp, Mari Beffa, Maxim, Miller, Paul, Poltoratski, Roch, Seeger, Seppäläinen (chair), Smith, Stechmann, Street, Terwilliger, Thiffeault, Valko, Waleffe, Yang; Associate Professors Andrews, Dymarz, Erman, Gorin, Gurevich, Ifrim, Kim, Li, Marshall, Soskova, Spagnolie, Stovall, Tran; Assistant Professors Chen, Cochran, Guo, Kemeny, Rodriguez, Shankar, Shcherbyna, Shen, Waldron, Wang, Wu, Zepeda-Núñez, Zimmer; Affiliate Faculty Pimentel-Alarcón, Ron.

MATHEMATICS: FOUNDATIONS FOR RESEARCH, M.A.

This is a named option within the Mathematics M.A. (p. 1236), which is offered for work leading to the Ph.D.

Information about the requirements and policies for this program can be found in this Guide.


ADMISSIONS

The M.A. (no named option) is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (p. 1243).

Students may also apply to the M.A. Named Option in Foundations of Advanced Studies (p. 1240).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

Face to Face  Evening/Weekend  Online  Hybrid  Accelerated

Yes  No  No  No  No

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/ or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum  30 credits

Credit Requirement

Minimum Residence Credit Requirement  16 credits

Minimum Graduate Coursework Requirement  The coursework must consist of graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/)

Overall Graduate GPA Requirement  3.00 GPA required.

Other Grade Requirements  At least 12 credits from a specified list of 700 courses are required to be passed with grade B or higher.

Assessments and Examinations  None.

Language Requirements  No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 703</td>
<td>Methods of Applied Mathematics 1</td>
<td></td>
</tr>
<tr>
<td>MATH 704</td>
<td>Methods of Applied Mathematics-2</td>
<td></td>
</tr>
<tr>
<td>MATH/COMP SCI 714</td>
<td>Methods of Computational Mathematics I</td>
<td></td>
</tr>
<tr>
<td>MATH/COMP SCI 715</td>
<td>Methods of Computational Mathematics II</td>
<td></td>
</tr>
<tr>
<td>MATH 721</td>
<td>A First Course in Real Analysis</td>
<td></td>
</tr>
<tr>
<td>MATH 722</td>
<td>Complex Analysis</td>
<td></td>
</tr>
<tr>
<td>MATH 725</td>
<td>A Second Course in Real Analysis</td>
<td></td>
</tr>
<tr>
<td>MATH/STAT 733</td>
<td>Theory of Probability I</td>
<td></td>
</tr>
<tr>
<td>MATH/STAT 734</td>
<td>Theory of Probability II</td>
<td></td>
</tr>
<tr>
<td>MATH 741</td>
<td>Abstract Algebra</td>
<td></td>
</tr>
<tr>
<td>MATH 742</td>
<td>Abstract Algebra</td>
<td></td>
</tr>
<tr>
<td>MATH 751</td>
<td>Introductory Topology I</td>
<td></td>
</tr>
<tr>
<td>MATH 752</td>
<td>Introductory Topology II</td>
<td></td>
</tr>
<tr>
<td>MATH 761</td>
<td>Differentiable Manifolds</td>
<td></td>
</tr>
<tr>
<td>MATH 770</td>
<td>Foundations of Mathematics</td>
<td></td>
</tr>
<tr>
<td>MATH 771</td>
<td>Set Theory</td>
<td></td>
</tr>
<tr>
<td>MATH 773</td>
<td>Computability Theory</td>
<td></td>
</tr>
<tr>
<td>MATH 776</td>
<td>Model Theory</td>
<td></td>
</tr>
</tbody>
</table>

(i) Core Courses: Select four of the following:

(ii) Four Mathematics courses at 600 level or above passed with a grade of B or higher 1, 2

(iii) Electives (500 level or above)

(iv) Advanced Computer Science Course:

Students must complete an advanced computer science course which involves substantial programming. Other courses require prior approval of the director of graduate studies. This requirement is waived for Math Ph.D. students, provided two qualifying exams have been passed.

COMP SCI 400 Programming III
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE
Students are recommended to meet with an advisor.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Two years. Extensions have to be approved by the program.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professors Anderson, Angenent, Arinkin, Căldăraru, Craciun, Denisov, Ellenberg, Feldman, Gong, Kent, Lempp, Mari Beffa, Maxim, Miller, Paul, Poltoratski, Roch, Seeger, Seppäläinen (chair), Smith, Stechmann, Street, Terwilliger, Thiffeault, Valko, Waleffe, Yang; Associate Professors Andrews, Dymarz, Erman, Gorin, Gurevich, Ifrim, Kim, Li, Marshall, Soskova, Spagnolie, Stovall, Tran; Assistant Professors Chen, Cochran, Guo, Kemeny, Rodriguez, Shankar, Shcherbyna, Shen, Waldron, Wang, Wu, Zepeda-Núñez, Zimmer; Affiliate Faculty Pimentel-Alarcón, Ron.

MATHEMATICS: FOUNDATIONS OF ADVANCED STUDIES, M.A.

This is a named option within the Mathematics M.A. It is designed to strengthen the student's mathematics background and enhance the opportunities for applications to Ph.D. programs and for employment as a mathematician in nonacademic environments.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>February 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
</tbody>
</table>

English Proficiency Test
Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT)
The GRE subject test in Mathematics or another science is recommended.

Letters of Recommendation
Required

Admission is competitive. Applicants to the Ph.D. program are automatically considered for financial support. For more information about application to the Ph.D. and M.A. programs, see the department's admission website (https://www.math.wisc.edu/graduate/admissions/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The Department of Mathematics cannot provide financial support for the Master’s–Foundations of Advanced Studies Degree program. Students enrolled in this program may not accept University appointments which grant waivers of tuition and/or academic fees, cf. the policy on campus employment.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.
**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

## CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>The coursework must consist of graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>)</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>None</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>None</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements</td>
</tr>
</tbody>
</table>

## REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required Courses:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 522</td>
<td>Analysis II</td>
<td>3</td>
</tr>
<tr>
<td>MATH 542</td>
<td>Modern Algebra</td>
<td>3</td>
</tr>
<tr>
<td><strong>Basic Electives:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All other 500-level and all 600-level courses in Mathematics may be taken as elective courses. Currently the following courses are available. Select four of the following:</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>MATH/COMP SCI 513</td>
<td>Numerical Linear Algebra</td>
<td></td>
</tr>
<tr>
<td>MATH/COMP SCI 514</td>
<td>Numerical Analysis</td>
<td></td>
</tr>
<tr>
<td>MATH 519</td>
<td>Ordinary Differential Equations</td>
<td></td>
</tr>
<tr>
<td>MATH/COMP SCI/OTM/STAT 525</td>
<td>Linear Optimization</td>
<td></td>
</tr>
<tr>
<td>MATH 531</td>
<td>Probability Theory</td>
<td></td>
</tr>
<tr>
<td>MATH 552</td>
<td>Elementary Geometric and Algebraic Topology</td>
<td></td>
</tr>
<tr>
<td>MATH 561</td>
<td>Differential Geometry</td>
<td></td>
</tr>
<tr>
<td>MATH 567</td>
<td>Modern Number Theory</td>
<td></td>
</tr>
</tbody>
</table>

## POLICIES

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures ([https://grad.wisc.edu/acadpolicy/](https://grad.wisc.edu/acadpolicy/)) provide essential information regarding
general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Students in the M.A. program are allowed to count no more than 14 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW-Madison Undergraduate**

No more than 7 credits from a UW–Madison undergraduate degree are allowed to count toward the degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW-Madison University Special**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
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**ADVISOR / COMMITTEE**

Students are recommended to meet with an advisor.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Two years. Extensions have to be approved by the program.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)

- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
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- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)

- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
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Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

The Department of Mathematics cannot provide financial support for the Master’s—Foundations of Advanced Studies Degree program. Students enrolled in this program may not accept university appointments which grant waivers of tuition and/or academic fees.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PEOPLE**

**Faculty:** Professors Anderson, Angenent, Arinkin, Căldăraru, Craciun, Denisov, Ellenberg, Feldman, Gong, Kent, Lempp, Mari Beffa, Maxim, Miller, Paul, Poltoratski, Roch, Seeger, Sepäläinen (chair), Smith, Stechmann, Street, Terwilliger, Thiffeault, Valiko, Waleffe, Yang; Associate Professors Andrews, Dymarz, Erman, Gorin, Gurevich, Ifrim, Kim, Li, Marshall, Soskova, Spagnolie, Stovall, Tran; Assistant Professors Chen, Cochran, Guo, Kemeny, Rodriguez, Shanka, Shcherbyna, Shen, Waldron, Wang, Wu, Zepeda-Núñez, Zimmer; Affiliate Faculty Pimentel-Alarcón, Ron.
The department offers the doctor of philosophy degree with a major in mathematics and a master of arts degree in mathematics.

The Ph.D. degree requires proficiency in basic and advanced graduate mathematics and the completion of a dissertation containing a significant piece of original research in some area of mathematics. The scope of the research program in mathematics is broad. The Ph.D specialty and dissertation may be in any area of mathematics, including but not limited to algebra, algebraic geometry, applied mathematics, combinatorics, computational mathematics, complex analysis, differential equations, differential geometry, dynamical systems, harmonic analysis, logic, mathematical biology, number theory, probability, and topology. A complete list of faculty and their areas of expertise is available through the department website (https://www.math.wisc.edu/graduate/).

Students in the Ph.D. program also have the option to earn a master of arts degree (p. 1236).

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requires) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
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</tr>
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<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requires/english-proficiency">https://grad.wisc.edu/apply/requires/english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>The GRE subject test in Mathematics is required. In exceptional cases, advanced GRE’s from other sciences can be substituted for the advanced GRE in mathematics.</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Admission is competitive. Applicants to the Ph.D. program are automatically considered for financial support. For more information about application to the Ph.D. and M.A. programs, see the department’s admission website (https://www.math.wisc.edu/graduate/admissions/).
Minimum Graduate Coursework Requirement: For students in the Ph.D. program, the coursework in the mathematics department is expected to consist only of graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle). Overall Graduate GPA Requirement: 3.00 GPA required. Other Grade Requirements: No additional grade requirements. 

Assessments and Examinations: Students are required to pass at least two qualifying exams. At least one qualifying exam must be passed by the beginning of the fourth semester (the spring semester of the second year). Both qualifying exams must be passed by the beginning of their sixth semester (the spring semester of the third year). Students must pass a preliminary exam (specialty exam) by the end of the eighth semester (end of fourth year). Students must satisfy all the requirements for dissertation status by the end of the eighth semester (end of fourth year).

Language Requirements: No language requirements.

Doctoral Minor/Breadth Requirements: All doctoral students are required to complete a 12-credit minor.

REQUIRED COURSES
Take a total of 51 graduate credits, or generally 18 courses. This includes courses in math and in a minor. In the Ph.D. program, math courses numbered above 700 are for graduate credit. Math courses below 700 must be approved by the academic advisor.

There are five general and overlapping areas of specialization within the department:
- Algebra, Algebraic Geometry, Combinatorics and Number theory
- Analysis, Differential Equations and Probability
- Applied and Computational Mathematics
- Logic
- Geometry and Topology

There is also a specialty in Mathematics Education. The course requirement is the same as for the other specialties except that the required 51 credits should include 18 credits in courses that relate to mathematics education, and at least one of the courses must be on research techniques in education. The 18 credits may come (wholly or in part) from courses included in the minor.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students in the Ph.D. program are allowed to count no more than 22 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison Undergraduate
No more than 7 credits from a UW-Madison undergraduate degree are allowed to count toward the degree. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW-Madison University Special
With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW-Madison Special student. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE
Students who are not yet working with a dissertation advisor are required to meet semiannually with their academic advisor. All students must have a dissertation advisor by the end of the sixth semester.

CREDITS PER TERM ALLOWED
15 credits. Minimum of 6/semester, other than dissertators.

TIME CONSTRAINTS
Students must complete all program requirements within eight years of beginning the program. Extensions have to be approved by the program.
A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
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- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
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- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a
professional musicians, researchers, recording artists, and entrepreneurs. Faculty in music education have particular insight into their field as a result of their backgrounds as school educators, performers, and scholars. In areas such as music theory and musicology, the musical community has high regard for the past and current contributions to the study of musical theory, historical perspectives on music, the role of music in societies around the world, and the unique contributions of American musicians. Teaching is a priority for the faculty, who are readily accessible to students for advice and support. Faculty, staff, and students cooperate in extraordinary ways with joint ventures that reach across disciplines both in research or instruction.

MUSIC, DOCTORAL MINOR

REQUIREMENTS

Breadth is a required component of doctoral work at UW–Madison. Coursework taken as part of a minor area of study do not count for requirements in the major program.

Doctoral students who are not music majors, but are seeking to pursue a minor in a music field, are encouraged to contact the Mead Witter School of Music graduate office for further information. The defined programs below are excellent models of minor plans for students from non-music programs.

Course credits taken in a minor plan of study will not satisfy requirements in the major. This is important to consider in planning a minor plan of study, especially for DMA students.

Below are outlines for the minor programs approved for students in Ph.D.–music and DMA programs. Note that most of the plans restrict eligibility for students based upon major specialty. Exceptions to the stated requirements are extremely rare.

TRACKS IN THE MUSIC DOCTORAL MINOR

Brass Instrument Performance Track

This minor plan is not available to students completing a track in horn, trumpet, trombone, euphonium, or tuba performance.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 417</td>
<td>Advanced Horn</td>
<td>4</td>
</tr>
<tr>
<td>MUS PERF 419</td>
<td>Advanced Trumpet</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 421</td>
<td>Advanced Trombone</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 423</td>
<td>Advanced Euphonium</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 425</td>
<td>Advanced Tuba</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 417</td>
<td>Advanced Horn</td>
<td>2</td>
</tr>
<tr>
<td>MUS PERF 419</td>
<td>Advanced Trumpet</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 421</td>
<td>Advanced Trombone</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 423</td>
<td>Advanced Euphonium</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 425</td>
<td>Advanced Tuba</td>
<td></td>
</tr>
</tbody>
</table>

AND

MUS PERF 499    Senior Recital    2

Any 2 credits from the following: 2

MUSIC 562    Jazz Ensemble
MUSIC 565    Advanced Ensemble-Woodwind
MUSIC 567    Advanced Ensemble-Brass
MUSIC 570    University Symphony Orchestra
MUSIC 571    Chamber Orchestra
MUSIC 573    Contemporary Chamber Ensemble
MUSIC 574    Wind Ensemble

Total Credits: 12

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. MUSIC 799 Independent Work is eligible to satisfy this requirement ONLY with prior approval by the minor professor.

Choral Conducting Track

This minor is not available to DMA students completing a track in conducting.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 532</td>
<td>Advanced Conducting (2 semesters, 3 credits each semester)</td>
<td></td>
</tr>
</tbody>
</table>

AND

MUSIC 511 & MUSIC 542    Seminar in Choral Literature and Choral Literature and Performance Practices of Today (4 credits total)

AND

2 semesters of participation in choral ensembles:

MUSIC 558    Madrigal Singers
MUSIC 577    Chorale
MUSIC 578    Concert Choir
MUSIC 579    Masters Singers

AND

MUS PERF 499    Senior Recital 2

Total Minor Plan I Credits: 14

Minor Plan II

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 532</td>
<td>Advanced Conducting (2 semesters, 3 credits each semester)</td>
<td></td>
</tr>
</tbody>
</table>

AND

MUSIC 511 & MUSIC 542    Historical Performance Practices of Today

AND

MUS PERF 499    Senior Recital 2

Total Minor Plan II Credits: 15

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do
not appear in the Graduate School admissions application, and they will not appear on the transcript.

For the recital the student must be the conductor of the choral ensemble or organization in the performance.

**Collaborative Piano Track**

This minor is not available to students completing a track in organ performance, piano performance, or piano pedagogy and performance.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 542</td>
<td>Advanced Accompanying</td>
<td>2</td>
</tr>
<tr>
<td>MUS PERF 542</td>
<td>Advanced Accompanying</td>
<td>2</td>
</tr>
<tr>
<td>MUSIC 346</td>
<td>Repertoire</td>
<td>2</td>
</tr>
<tr>
<td>or MUSIC 792</td>
<td>Seminar in Vocal Literature</td>
<td></td>
</tr>
<tr>
<td>MUSIC 796</td>
<td>Seminar in Duo Sonata Literature</td>
<td>3</td>
</tr>
<tr>
<td>MUS PERF 499</td>
<td>Senior Recital (as accompanist)</td>
<td></td>
</tr>
<tr>
<td>AND 2-3 credits from the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC 466</td>
<td>Diction for Singers</td>
<td></td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
<td></td>
</tr>
<tr>
<td>MUSIC 557</td>
<td>Opera Workshop</td>
<td></td>
</tr>
<tr>
<td>MUSIC 569</td>
<td>Advanced Ensemble-String</td>
<td></td>
</tr>
<tr>
<td>MUSIC 573</td>
<td>Contemporary Chamber Ensemble</td>
<td></td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>13-14</td>
</tr>
</tbody>
</table>

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. MUSIC 346 Repertoire topic must be Vocal Literature.

**Composition Track**

MUSIC 523 Orchestration I or its equivalent is a prerequisite for acceptance to this minor plan of study.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two minor plans are possible. Consult with the minor professor. 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minor Plan I</td>
<td>Composition applied study</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 447</td>
<td>Fourth Year Composition</td>
<td>6</td>
</tr>
<tr>
<td>&amp; MUS PERF 448</td>
<td>and Fourth Year Composition</td>
<td></td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition 2</td>
<td></td>
</tr>
<tr>
<td>Minor Plan I Total Credits</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>Minor Plan II</td>
<td>Composition applied study</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 447</td>
<td>Fourth Year Composition</td>
<td>3</td>
</tr>
<tr>
<td>MUS PERF 448</td>
<td>Fourth Year Composition</td>
<td>3</td>
</tr>
<tr>
<td>or MUS PERF 447</td>
<td>Fourth Year Composition</td>
<td></td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
<td></td>
</tr>
<tr>
<td>Minor Plan II Total Credits</td>
<td></td>
<td>12</td>
</tr>
</tbody>
</table>

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. If approved by minor professor.

3. Students must take MUSIC 461 twice, and may take it up to 3 times.

**Early Music Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 461</td>
<td>Collegium Musicum</td>
<td>2</td>
</tr>
<tr>
<td>&amp; 461</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC 799</td>
<td>Independent Work (Applied historical performance study; may also be fulfilled with similar study under any course MUS PERF 401-440) 3</td>
<td>1-3</td>
</tr>
</tbody>
</table>

4. If necessary, MUSIC 799 Independent Work (3 credits) may substitute for one of the semesters of applied composition study.

5. Additional Credits from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Renaissance</td>
<td></td>
</tr>
<tr>
<td>MUSIC 413</td>
<td>Survey of Music in the Baroque Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
<td></td>
</tr>
<tr>
<td>MUSIC 621</td>
<td>Renaissance Polyphony</td>
<td></td>
</tr>
<tr>
<td>MUSIC 622</td>
<td>Baroque Counterpoint</td>
<td></td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1</td>
<td></td>
</tr>
<tr>
<td>MUSIC 822</td>
<td>Historical Music Theories 2</td>
<td></td>
</tr>
<tr>
<td>MUSIC 911</td>
<td>Seminar in Musicology (Topic relevant to historically informed performance)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 925</td>
<td>Topics in Music Analysis 1 (Topic relevant to historically informed performance)</td>
<td></td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Guitar Performance Track**

This minor is not available to students completing a track in violin, viola, violoncello, string bass, or harp performance.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 440</td>
<td>Advanced Guitar (2 semesters, 3 credits each semester)</td>
<td>3</td>
</tr>
<tr>
<td>MUS PERF 440</td>
<td>Advanced Guitar</td>
<td>3</td>
</tr>
<tr>
<td>MUS PERF 499</td>
<td>Senior Recital</td>
<td>2</td>
</tr>
<tr>
<td>MUSIC 572 &amp; 572</td>
<td>Advanced Ensemble-Classical Guitar and Advanced Ensemble-Classical Guitar (2 semesters)</td>
<td>2</td>
</tr>
<tr>
<td>AND any combination of 2 of the following courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC 562</td>
<td>Jazz Ensemble</td>
<td></td>
</tr>
</tbody>
</table>

2. In both minor plans, MUSIC 799 Independent Work is available as an option for credit. However The Graduate School allows only 32 credits of Independent Work to count toward minor credits.

3. MUSIC 927 Seminar in Composition may be taken twice (with different topics) or, with approval of the minor professor, MUSIC 799 Independent Work (3 credits) may substitute for one of the courses.

4. If approved by minor professor.
A DMA student or Ph.D.–musicology student must still meet the major requirements for courses in music theory. Course credits in a minor DO NOT count for requirements in the major. Students accepted into this minor plan must have sufficient prior study of harpsichord. An audition is required.

### Harpsichord Performance Track

This minor is not available to students completing a track in piano performance, piano performance and pedagogy, or collaborative piano. Students accepted into this minor plan must have sufficient prior study of harpsichord. An audition is required.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 402</td>
<td>Advanced Harpsichord</td>
<td>4</td>
</tr>
<tr>
<td>MUS PERF 402</td>
<td>Advanced Harpsichord</td>
<td>2</td>
</tr>
<tr>
<td>MUSIC 461</td>
<td>Collegium Musicum</td>
<td>2</td>
</tr>
<tr>
<td>&amp; 461</td>
<td>and Collegium Musicum</td>
<td></td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
<td>3</td>
</tr>
<tr>
<td>or MUSIC 502</td>
<td>Figured Bass and Basso Continuo</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 499</td>
<td>Senior Recital</td>
<td>2</td>
</tr>
</tbody>
</table>

Total Credits: 13

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2. Two semesters are required.
3. MUSIC 799 Independent Work may substitute for MUSIC 502 Figured Bass and Basso Continuo, with approval of minor professor.

### Historical Musicology Track

This minor is not available to students completing an Ethnomusicology track. Students with a minor in historical musicology write a minor field preliminary examination. Course credits in a minor DO NOT count for requirements in the major. A DMA student or Ph.D.–musicology student must still meet the major requirements for courses in musicology.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Three of the following courses (3 credits each)</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>MUSIC 411</td>
<td>Survey of Music in the Middle Ages</td>
<td></td>
</tr>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Renaissance</td>
<td></td>
</tr>
<tr>
<td>MUSIC 413</td>
<td>Survey of Music in the Baroque Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 414</td>
<td>Survey of Music in the Classic Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 415</td>
<td>Survey of Music in the Romantic Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 416</td>
<td>Survey of Music in the Twentieth Century</td>
<td></td>
</tr>
<tr>
<td>MUSIC 419</td>
<td>Music in the United States</td>
<td></td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
<td></td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
<td></td>
</tr>
<tr>
<td>Plus one of the following courses:</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits: 12

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Jazz Studies Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>At least 3 of the following courses are required:</td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>MUSIC 331</td>
<td>Jazz Improvisation</td>
<td></td>
</tr>
<tr>
<td>MUSIC 332</td>
<td>Jazz Improvisation</td>
<td></td>
</tr>
<tr>
<td>MUSIC 562</td>
<td>Jazz Ensemble (multiple sections available)</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 457</td>
<td>Jazz Composition and Arranging</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 458</td>
<td>Jazz Composition and Arranging</td>
<td></td>
</tr>
<tr>
<td>And also required:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUS PERF 499</td>
<td>Senior Recital</td>
<td>2</td>
</tr>
</tbody>
</table>

Total Credits: 12

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Music Theory Track

Course credits in a minor DO NOT count for requirements in the major. A DMA student or Ph.D.–musicology student must still meet the major requirements for courses in music theory.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses selected from the following to total 12 credits, with a maximum of 2 courses at the 600-level:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC 621</td>
<td>Renaissance Polyphony</td>
<td></td>
</tr>
<tr>
<td>MUSIC 622</td>
<td>Baroque Counterpoint</td>
<td></td>
</tr>
<tr>
<td>MUSIC 623</td>
<td>Form and Analysis</td>
<td></td>
</tr>
<tr>
<td>MUSIC 624</td>
<td>Form and Analysis II</td>
<td></td>
</tr>
<tr>
<td>MUSIC 799</td>
<td>Independent Work (approval by the minor professor required)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1</td>
<td></td>
</tr>
<tr>
<td>MUSIC 822</td>
<td>Historical Music Theories 2</td>
<td></td>
</tr>
<tr>
<td>MUSIC 823</td>
<td>Historical Music Theories 2</td>
<td></td>
</tr>
<tr>
<td>MUSIC 824</td>
<td>Schenkerian Analysis</td>
<td></td>
</tr>
<tr>
<td>MUSIC 825</td>
<td>Post-tonal Analysis</td>
<td></td>
</tr>
<tr>
<td>MUSIC 921</td>
<td>Current Issues in Musical Thought 1</td>
<td></td>
</tr>
<tr>
<td>MUSIC 925</td>
<td>Topics in Music Analysis 1</td>
<td></td>
</tr>
<tr>
<td>MUSIC 926</td>
<td>Topics in Music Analysis 2</td>
<td></td>
</tr>
</tbody>
</table>

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
MUSIC 799 Independent Work and MUSIC 497 Special Topics in Music are eligible to satisfy this requirement ONLY with prior approval by the minor professor.

**Organ Performance Track**

This minor is not available to students completing a track in piano performance, collaborative piano, or piano performance and pedagogy.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 403</td>
<td>Advanced Organ (2 semesters, 3 credits each semester)</td>
<td>6</td>
</tr>
</tbody>
</table>

**Additional Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 591</td>
<td>Organ Literature and Design and Repertoire ²</td>
<td>4</td>
</tr>
<tr>
<td>OR MUS PERF 561 &amp; MUS PERF 562</td>
<td>Organ Improvisation and Liturgy and Organ Improvisation and Liturgy</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 499</td>
<td>Senior Recital</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total Credits** 12

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 MUSIC 346 Repertoire topic must be Organ Repertoire, 2 credits.

**Opera Production Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (topic: opera production)</td>
<td>2-3</td>
</tr>
<tr>
<td>MUSIC 799</td>
<td>Independent Work (advised by director of opera)</td>
<td>2</td>
</tr>
</tbody>
</table>

Remaining credits from the following courses: 8-9

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 413</td>
<td>Survey of Music in the Baroque Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 414</td>
<td>Survey of Music in the Classic Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 415</td>
<td>Survey of Music in the Romantic Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 416</td>
<td>Survey of Music in the Twentieth Century</td>
<td></td>
</tr>
<tr>
<td>MUSIC 419</td>
<td>Music in the United States</td>
<td></td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
<td></td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
<td></td>
</tr>
<tr>
<td>MUSIC 553</td>
<td>Advanced Conducting Seminar</td>
<td></td>
</tr>
<tr>
<td>MUSIC 556</td>
<td>University Opera (in directorial capacity only)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 623</td>
<td>Form and Analysis (opera and vocal literature topics only)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 624</td>
<td>Form and Analysis II (opera and vocal literature topics only)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 925</td>
<td>Topics in Music Analysis 1 (opera and vocal literature topics only)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 926</td>
<td>Topics in Music Analysis 2 (opera and vocal literature topics only)</td>
<td></td>
</tr>
</tbody>
</table>

Minimum Total Credits 12

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 With the approval of the minor professor, MUSIC 466 Diction for Singers may be eligible to fulfill this requirement.

3 This course is taken under the supervision of the director of opera.

4 Enrollment in MUSIC 556 University Opera should be for 2 credits.
MUSIC 497 Special Topics in Music is only eligible to fulfill this requirement if the topic is opera production.

**Orchestral Conducting Track**
This minor is not available to DMA students completing a track in conducting.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 532</td>
<td>Advanced Conducting (multiple semesters possible)</td>
<td>3</td>
</tr>
</tbody>
</table>

AND remaining credits from the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 346</td>
<td>Repertoire</td>
<td></td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
<td></td>
</tr>
<tr>
<td>MUSIC 523</td>
<td>Orchestration I</td>
<td></td>
</tr>
<tr>
<td>MUSIC 799</td>
<td>Independent Work (prior approval by minor professor required)</td>
<td></td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Piano Pedagogy Track**
This minor is not available to students completing a track in organ performance, piano performance, or collaborative piano.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 401</td>
<td>Advanced Piano</td>
<td>4</td>
</tr>
</tbody>
</table>

Additional credits from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 799</td>
<td>Independent Work 2</td>
<td></td>
</tr>
<tr>
<td>MUSIC 548</td>
<td>Piano Pedagogy II</td>
<td></td>
</tr>
<tr>
<td>MUSIC 551</td>
<td>Class Piano Pedagogy</td>
<td></td>
</tr>
<tr>
<td>MUSIC 560</td>
<td>Practicum in Advanced Studio Teaching-Piano</td>
<td></td>
</tr>
<tr>
<td>MUSIC 751</td>
<td>Seminar in Piano Pedagogy</td>
<td></td>
</tr>
<tr>
<td>DANCE 560</td>
<td>Current Topics in Dance: Workshop (topic: Feldenkrais for the performing musician)</td>
<td></td>
</tr>
</tbody>
</table>

AND

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 799</td>
<td>Independent Work (final project)</td>
<td>1</td>
</tr>
</tbody>
</table>

Total Credits 12

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Piano Performance Track**
This minor is not available to students completing a track in organ performance, collaborative piano, or piano performance and pedagogy.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 401</td>
<td>Advanced Piano</td>
<td>4</td>
</tr>
<tr>
<td>MUS PERF 401</td>
<td>Advanced Piano</td>
<td>2</td>
</tr>
<tr>
<td>MUS PERF 499</td>
<td>Senior Recital</td>
<td>2</td>
</tr>
</tbody>
</table>

AND

4 credits selected from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 548</td>
<td>Piano Pedagogy II</td>
<td></td>
</tr>
<tr>
<td>MUSIC 551</td>
<td>Class Piano Pedagogy</td>
<td></td>
</tr>
<tr>
<td>MUSIC 560</td>
<td>Practicum in Advanced Studio Teaching-Piano</td>
<td></td>
</tr>
<tr>
<td>MUSIC 565</td>
<td>Advanced Ensemble-Woodwind</td>
<td></td>
</tr>
<tr>
<td>MUSIC 567</td>
<td>Advanced Ensemble-Brass</td>
<td></td>
</tr>
<tr>
<td>MUSIC 568</td>
<td>Advanced Ensemble-Percussion</td>
<td></td>
</tr>
<tr>
<td>MUSIC 569</td>
<td>Advanced Ensemble-String</td>
<td></td>
</tr>
<tr>
<td>MUSIC 791</td>
<td>Seminar in Piano Literature</td>
<td></td>
</tr>
<tr>
<td>MUSIC 799</td>
<td>Independent Work (approval by minor professor required)</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits 12

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**String Instrument Performance Track**
This minor is not available to students completing a track in violin, viola, violoncello, string bass, harp, or guitar performance.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 431</td>
<td>Advanced Violin</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 433</td>
<td>Advanced Viola</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 435</td>
<td>Advanced Cello</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 437</td>
<td>Advanced String Bass</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 439</td>
<td>Advanced Harp</td>
<td></td>
</tr>
</tbody>
</table>

1 semester instrumental applied study.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 431</td>
<td>Advanced Violin</td>
<td>2</td>
</tr>
<tr>
<td>MUS PERF 433</td>
<td>Advanced Viola</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 435</td>
<td>Advanced Cello</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 437</td>
<td>Advanced String Bass</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 439</td>
<td>Advanced Harp</td>
<td></td>
</tr>
</tbody>
</table>

AND

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 499</td>
<td>Senior Recital</td>
<td>2</td>
</tr>
</tbody>
</table>

One of the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 346</td>
<td>Repertoire</td>
<td></td>
</tr>
<tr>
<td>MUSIC 543</td>
<td>Advanced String Pedagogy</td>
<td></td>
</tr>
<tr>
<td>MUSIC 546</td>
<td>String Literature</td>
<td></td>
</tr>
<tr>
<td>MUSIC 799</td>
<td>Independent Work 2</td>
<td></td>
</tr>
</tbody>
</table>

AND

Any combination of the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 569</td>
<td>Advanced Ensemble-String</td>
<td></td>
</tr>
<tr>
<td>MUSIC 570</td>
<td>University Symphony Orchestra</td>
<td></td>
</tr>
<tr>
<td>MUSIC 571</td>
<td>Chamber Orchestra</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits 12

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
WIND CONDUCTING TRACK

This minor is not available to DMA students completing a track in conducting.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 532</td>
<td>Advanced Conducting (multiple semesters possible)</td>
<td>3</td>
</tr>
</tbody>
</table>

AND remaining credits from the following courses:

- MUSIC 346 Repertoire
- MUSIC 511 Historical Performance Practices
- MUSIC 523 Orchestration I
- MUSIC 524 Orchestration II
- MUSIC 799 Independent Work (prior approval by minor professor required)

**Woodwind Instrument Performance Track**

This minor is not available to students completing a track in a woodwind instrument.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 semester minor instrument applied study:</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 407</td>
<td>Advanced Flute</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 409</td>
<td>Advanced Oboe</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 411</td>
<td>Advanced Clarinet</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 413</td>
<td>Advanced Saxophone</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 415</td>
<td>Advanced Bassoon</td>
<td></td>
</tr>
</tbody>
</table>

1 semester minor instrument applied study 2

- MUS PERF 407 Advanced Flute
- MUS PERF 409 Advanced Oboe
- MUS PERF 411 Advanced Clarinet
- MUS PERF 413 Advanced Saxophone
- MUS PERF 415 Advanced Bassoon

Recital

- MUS PERF 499 Senior Recital 2

Additional courses selected from the following: 4

- MUSIC 562 Jazz Ensemble
- MUSIC 565 Advanced Ensemble-Woodwind
- MUSIC 570 University Symphony Orchestra
- MUSIC 571 Chamber Orchestra
- MUSIC 573 Contemporary Chamber Ensemble
- MUSIC 574 Wind Ensemble

**Total Credits**

12

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear on the transcript.
making a significant contribution to the cultural life of the university and the wider Madison community.

DEGREES AND MAJORS

The master of arts in music is offered with concentrations in the two areas of historical musicology and music theory.

A double master's degree with the Information School is also offered.

Each master's degree track varies slightly and may impose additional requirements. Details on the degrees are available through the Requirements tab. Contact the Mead Witter School of Music graduate office, gradadmissions@music.wisc.edu, for further information about the M.A. degree.

The M.A.–music degree offers tracks in historical musicology and music theory. The appropriate faculty area appoints an advisor for each new student the first semester of enrollment. When the time comes for comprehensive examinations in the second year, an examination committee is formed. Upon completing the thesis, the student sits for an oral examination by the examination committee, consisting of members of the area faculty.

A summary of important academic policies are available through the Policies (p. 1255) tab. A more complete document, the Mead Witter School of Music Graduate Handbook (https://www.music.wisc.edu/wp-content/uploads/2020/02/SOM-Grad-Handbook-1.pdf), lists all academic policies and procedures in music graduate programs. All students need to be familiar with the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Mentoring of students is of prime importance to faculty members at Mead Witter School of Music. The faculty advisor and the director of graduate studies both guide the student’s course planning. While each faculty member has a unique style of mentoring, every student can be assured of abundant time working closely with more than one mentor in addition to the advisor during the course of a UW–Madison degree program.

FACILITIES

The Mosse Humanities Building, built in 1969, houses most of the music classrooms, rehearsal rooms, faculty studios, and 111 practice rooms. Most recitals and concerts take place in one of three performance spaces: Mills Concert Hall, Morphy Recital Hall, and Eastman Organ Recital Hall. The school's extensive collection of instruments, both common and unusual, is available to both faculty and students. Music Hall with its clock tower, built in 1879, is a campus landmark. Renovated in 1985, it is the home of the opera program. The new Hamel Music Center includes a concert hall, a recital hall, and a large ensemble rehearsal space.

Memorial Library is the home of the Mills Music Library, which offers extensive research and circulating collections, attractive study space, and personal staff assistance with research. Music materials on campus number over half a million, ranging from scores and sheet music to archival collections and historic audio recordings. Through Mills Music Library and other UW–Madison libraries, students have access to a wide range of online research databases as well as millions of articles, books, and streaming media. All genres of music are represented, with notably strong collections in Americana and ethnic music. Nationally known special collections include the Tams–Witmark Collection, a treasury of early American musical theater materials, and the Wisconsin Music Archives.

The Mead Witter School of Music is a member of the National Association of Schools of Music (NASM), the national accreditation body for schools of music, and was reaccredited in 2014.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>). Every international student from a non-English speaking country must submit a TOEFL score of 85 or higher. The Mead Witter School of Music does NOT waive the TOEFL requirement for students who have completed a degree at an American university.</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Minimum admission requirements of the Graduate School apply to all applicants for graduate study in music. The Mead Witter School of Music has additional requirements. Applicants should have a bachelor’s degree in music or equivalent foundational course work as required by each area of study. An undergraduate GPA of 3.0 (on a 4.0 scale, calculated on the last 60 credit hours) is necessary for full admission. M.A. applicants are required to submit Graduate Record Exam (GRE) scores and samples of research writing. The M.A. program involves substantial academic work and requires excellent reading, writing, and speaking skills. Therefore, all international students are required to submit a TOEFL score. See the Mead Witter School of Music graduate admissions website (http://www.music.wisc.edu/admissions/graduate/) for information on minimum score requirements. The Mead Witter School of Music does not waive the TOEFL score requirement for students who have completed a degree at an American university. For details on specific audition requirements and additional application materials, visit
the Mead Witter School of Music graduate admissions website (http://www.music.wisc.edu/admissions/graduate/).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The Mead Witter School of Music also offers teaching and project assistantships in music history, music theory, piano, conducting, voice, and other performance areas. These positions offer tuition remission plus a salary and health care benefits. In addition, the Mead Witter School of Music selects qualified applicants for the University Fellowship and Advanced Opportunity Fellowship. The UW–Madison Office of Student Financial Services assists students in obtaining general grants and loans. All Mead Witter School of Music students who receive funding are required to maintain full-time enrollment status. Many students also take advantage of work-study opportunities on campus, and many are employed part-time in area musical organizations or business entities.

Most M.A. and Ph.D. students are eligible for teaching assistant appointments in the respective area, provided that positions are available. All M.A. and Ph.D. students may be considered for a University Fellowship, and qualified applicants may be considered for the Advanced Opportunity Fellowship. Feel free to direct questions about any of these funding opportunities to the Mead Witter School of Music graduate admissions office, gradadmissions.music.wisc.edu.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

**HYBRID**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**ONLINE**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.25 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Graduate students at UW–Madison must meet expectations for satisfactory progress toward completion of the degree while enrolled. In School of Music graduate programs, a graduate student must maintain a cumulative grade point average (GPA) of 3.25. Even though grades below B do not count for graduate credit toward the degree, those grades are included in computation of the GPA.</td>
</tr>
</tbody>
</table>

In the first semester in which the cumulative GPA falls below 3.25 the director of graduate studies will notify the student in writing. After a second semester in which the GPA remains below 3.25 the student will be placed on probation for the next semester enrolled. This action suspends all financial aid awards through UW–Madison, though loans and work-study are not affected. Failure to raise the GPA to 3.25 or above in the probation semester results in the student’s withdrawal from the Graduate School and from the School of Music program.

To maintain satisfactory progress School of Music students on UW–Madison funding (teaching assistants, project assistants, fellows, and scholarship recipients) must maintain full-time status. A student's satisfactory progress is also in jeopardy should a major project or recital be judged incomplete or deficient. Failure of one or more parts of the comprehensive examinations, preliminary examinations, or final defense is also considered a lapse in satisfactory progress.

**Assessments and Examinations**

In addition to evaluations in individual classes, School of Music programs examine graduate students at defined points in their career.

For master's students, comprehensive examinations measure the candidate's range of musical knowledge in both fields of music history and the major.
Language Requirements

All School of Music doctoral programs require proficiency at the intermediate level in at least one foreign language. The Historical Musicology track requires proficiency in German. Foreign language proficiency assures that the student has the tools needed to pursue comprehensive research in the major field. Details on foreign language requirements and ways to fulfill proficiency expectations are outlined in the course lists available through the Requirements tab for each degree. This information is also available in the advising worksheets for each degree major track.

REQUIRED COURSES

Direct any questions about the coursework or required proficiencies to the Mead Witter School of Music graduate admissions office, gradadmissions@music.wisc.edu.

**Historical Musicology Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>9</td>
</tr>
</tbody>
</table>

Entering students will take a short diagnostic examination in music history during the first week of classes to be used for advising purposes only.

**Coursework in Musicology**

Choose from the following courses:

- **MUSIC 411** Survey of Music in the Middle Ages
- **MUSIC 412** Survey of Music in the Renaissance
- **MUSIC 413** Survey of Music in the Baroque Era
- **MUSIC 414** Survey of Music in the Classic Era
- **MUSIC 415** Survey of Music in the Romantic Era
- **MUSIC 416** Survey of Music in the Twentieth Century
- **MUSIC 511** Historical Performance Practices
- **MUSIC 513** Survey of Opera
- **MUSIC 821** Historical Music Theories 1
- **MUSIC 822** Historical Music Theories 2

**Musicology Seminars (two required)**

- **MUSIC 911** Seminar in Musicology

**Ethnomusicology—choose from the following:**

- **MUSIC 400** Musical Cultures of the World
- **FOLKLORE 401** Musical Cultures of the World
- **MUSIC 515** Proseminar in Ethnomusicology

**Other required courses**

- **MUSIC 900** Colloquium
- **MUSIC/L IS 619** Music Research Methods and Materials

**Theory Proficiency**

Satisfied by completion of one graduate-level course taught by music theory faculty. Theory credits may count toward electives.

The following courses may fulfill this requirement:

- **MUSIC 990** Masters Thesis (consult advisor for details)

**Electives (300-level or above)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>7</td>
</tr>
</tbody>
</table>

**Language Proficiency: German required**

Language study may be satisfied by one of the following:

- Four semesters of undergraduate study completed during the last five years, earning a grade of B or better in the last semester OR
- German may be satisfied by taking the GERMAN 391 earning a grade of B or better OR
- Study on your own or through courses offered by the Division of Continuing Studies. After completing the online course you must pass the DCS exam at the Intermediate level. Contact the Division of Continuing studies or http://dcs.wisc.edu/lsa/languages/.

Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.

**Total Credits**

29-32

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Other courses do not fulfill this requirement unless specifically approved by the music theory and musicology faculty.

3 Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.

**Music Theory Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>12</td>
</tr>
</tbody>
</table>

Choose from the following. The first four courses are recommended.

- **MUSIC 821** Historical Music Theories 1
- **MUSIC 822** Historical Music Theories 2
- **MUSIC 823** Schenkerian Analysis
- **MUSIC 824** Post-tonal Analysis
- **MUSIC 621** Renaissance Polyphony
- **MUSIC 622** Baroque Counterpoint
- **MUSIC 623** Form and Analysis
- **MUSIC 624** Form and Analysis II
- **MUSIC 921** Current Issues in Musical Thought 1
- **MUSIC 925** Topics in Music Analysis 1
- **MUSIC 926** Topics in Music Analysis 2
- **MUSIC 927** Seminar in Composition

**Research Methods**

- **MUSIC/L IS 619** Music Research Methods and Materials

**Musicology and/or Literature Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>6</td>
</tr>
</tbody>
</table>

Choose from the following courses:

- **MUSIC 411** Survey of Music in the Middle Ages
- **MUSIC 412** Survey of Music in the Renaissance
- **MUSIC 413** Survey of Music in the Baroque Era
- **MUSIC 414** Survey of Music in the Classic Era
- **MUSIC 415** Survey of Music in the Romantic Era
Graduate Work from Other Institutions

No more than 6 credits may be approved for graduate coursework taken at other institutions.

UW–Madison Undergraduate

The Graduate School allows departments to review requests to count up to 7 credits of undergraduate work at UW–Madison toward graduate program requirements, but this is rarely approved by the Mead Witter School of Music faculty.

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Some students may have completed coursework at 300 level or above at UW–Madison as a Special Student; with program approval coursework so taken may be considered to fulfill up to 6 credits of graduate program requirements. However the Graduate School mandates that fees be paid in these cases.

PROBATION

M.A. students who fail to make satisfactory progress in any of the four following areas: grades, course load, time constraints, or exams, will be notified in writing by the DGS. At the end of the second semester of failing to make satisfactory progress the student is placed on probation effective the next semester. This action suspends financial aid (but does not affect loans or work-study). For details see Satisfactory Progress for Master’s Students (http://uwsom.wpengine.com/wp-content/uploads/2014/05/MastersSatisfactoryProgress.pdf).

ADVISOR / COMMITTEE

All programs provide for faculty from several disciplines to follow the student’s progress through the degree, provide mentorship along the way, and assess the student’s success in reaching expected learning outcomes. Committee structures differ among degrees and majors. The principal advisor for most graduate students in the Mead Witter School of Music is generally referred to as the major professor.

In M.A. and Ph.D. programs the advisor may not be the eventual thesis or dissertation advisor. In all programs the major professor is determined with the student’s particular interests in mind. The director of graduate studies is also an advisor for all graduate students in Mead Witter School of Music programs. Students are expected to consult with the director of graduate studies at least once per semester to determine appropriate course plans. Consultation is mandatory in the semester before intended graduation.

Music students have a committee of three or more graduate faculty, including the major professor.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

M.M. and M.A. students not receiving university funding are expected to complete requirements and pass comprehensive examinations within seven years from the time of enrollment in the program. While graduate students may enroll on a part-time basis, this time constraint still applies.

All M.M. and M.A. students holding teaching assistant, project assistant, or fellowship appointments must complete requirements for the degree within four semesters (not counting summer sessions or thesis credits). If the appointment is more than 33.4% the expectation is to complete requirements and pass comprehensive examinations within seven years from the time of enrollment in the program. While graduate students may enroll on a part-time basis, this time constraint still applies.

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GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
and launch your career.

Take advantage of the Graduate School's resources

- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
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Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates and critiques the theories, research methods, and approaches to inquiry in music-related scholarship.
2. Identifies and employs a variety of sources and analytical approaches to inform discussion of topics in music.
3. Demonstrates knowledge of musical study in historical and cultural contexts.
4. Selects appropriate methodologies for research and discussion of musical topics.
5. Rationally evaluates and synthesizes information from both primary sources and secondary scholarship, posing original questions and offering fresh insight into musical topics.
6. Communicates clearly, both verbally and in writing, to colleagues in the field.
7. Recognizes and applies principles of ethical and professional conduct.

OTHER
n/a

PEOPLE

Faculty: Professors Cook (director), Blasius, Calderón, Chisholm, Crook, DiSanza, Dill, Doing, Fischer, Fulmer, Hetzler, Hyer, Johnson, Karp, Koza, Leckrone, Perry, Rowe, Schaffer, Schwendinger, Stowe, Swack, B. Taylor, C. Taylor, Teeple, Thimmig, Vardi, Vallon; Associate Professors Dobbs, Grabois, Wallmann; Assistant Professors Altino, Lee, Ronis

The faculty of the Mead Witter School of Music is a distinguished group of educators, performing musicians, and active scholars. The backgrounds of performance faculty include rich experiences as professional musicians, researchers, recording artists, and entrepreneurs. Faculty in music education have particular insight into their field as a result of their backgrounds as school educators, performers, and scholars. In areas such as music theory and musicology, the musical community has high regard for the past and current contributions to the study of musical theory, historical perspectives on music, the role of music in societies around the world, and the unique contributions of American musicians. Teaching is a priority for the faculty, who are readily accessible to students for advice and support. Faculty, staff, and students cooperate in extraordinary ways with joint ventures that reach across disciplines both in research or instruction.

ACCREDITATION

NATIONAL ASSOCIATION OF SCHOOLS OF MUSIC (NASM) (https://nasm.arts-accredit.org)

Accreditation status: Accredited. Next accreditation review: 2022–2023

MUSIC, PH.D.

The mission of the Mead Witter School of Music is:

- to provide a rich, integrated program of undergraduate and graduate education that promotes the highest levels of professional, creative, and scholarly development while challenging students to achieve their greatest potential;
- to cultivate an environment that inspires creativity, stimulates intellectual curiosity, and fosters critical thinking; and
- to serve the university community, the public, and the profession through performance, composition, scholarship, music education, outreach, and engagement.

The Mead Witter School of Music enriches students’ educational experience by hosting guest artists and scholars for master classes, recitals, colloquia, seminars, and festivals. Its performing organizations and ensembles perform more than 350 recitals and concerts every year, making a significant contribution to the cultural life of the university and the wider Madison community.

DEGREES AND MAJORS

The Ph.D. in music, a research degree, is offered in the two areas of historical musicology and music theory.

Ph.D. degrees require significant work beyond the master’s degree, including the extensive independent work described above. Each degree track varies slightly. See the Course Lists available through the
Requirements tab for details on each track. Contact the Mead Witter School of Music graduate office, gradadmissions@music.wisc.edu, for further information about the Ph.D. music degree.

The Ph.D.–music program is suited to students who have proven their scholarly discipline, motivation, and ability to write fluently and cogently in the historical musicology or music theory fields. The principal outcome of the program is a dissertation that makes a significant contribution to the relevant major field. A minor field of study (p. 1246), required of all Ph.D.–music students, assures breadth in a field of study outside the major specialty. Proficiency in foreign languages supports research in the major field.

Each Ph.D. student benefits from the mentorship of multiple faculty members, whether from the student's own specialty or from other areas of scholarship or performance. An advisor is assigned upon the student's entering the program, and the musicology or music theory area faculty, as appropriate, participate in the preliminary examinations. The dissertation committee is designated with the student's particular research interests in mind. Through their guidance and support of the student through the degree program, faculty members offer multiple perspectives on the student's performance and research.

A summary of important information on academic policies for the Ph.D. program is available through the Policies (p. 1260) tab. Complete information is available in the Mead Witter School of Music Graduate Handbook (https://www.music.wisc.edu/wp-content/uploads/2020/02/SOM-Grad-Handbook-1.pdf). Since the School of Music offers the Ph.D. program under the aegis of the UW–Madison Graduate School, all Ph.D. students also need to be familiar with the UW–Madison Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/). In addition to the area faculty advisor, academic guidance is available through the director of graduate studies and the graduate office in the Mead Witter School of Music.

FACILITIES

The Mosse Humanities Building, built in 1969, houses most of the music classrooms, rehearsal rooms, faculty studios, and 111 practice rooms. Most recitals and concerts take place in one of three performance spaces: Mills Concert Hall, Morphy Recital Hall, and Eastman Organ Recital Hall. The school's extensive collection of instruments, both common and unusual, is available to both faculty and students. Music Hall with its clock tower, built in 1879, is a campus landmark. Renovated in 1985, it is the home of the opera program. The new Hamel Music Center includes a concert hall, a recital hall, and a large ensemble rehearsal space.

Memorial Library is the home of the Mills Music Library, which offers extensive research and circulating collections, attractive study space, and personal staff assistance with research. Music materials on campus number over half a million, ranging from scores and sheet music to archival collections and historic audio recordings. Through Mills Music Library and other UW–Madison libraries, students have access to a wide range of online research databases as well as millions of articles, books, and streaming media. All genres of music are represented, with notably strong collections in American and ethnic music. Nationally known special collections include the Tams–Witmark Collection, a treasury of early American musical theater materials, and the Wisconsin Music Archives.

The Mead Witter School of Music is a member of the National Association of Schools of Music (NASM), the national accreditation body for schools of music, and was reaccredited in 2014.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

### Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>). Every international student from a non-English speaking country must submit a TOEFL score of 85 or higher. The Mead Witter School of Music does NOT waive the TOEFL requirement for students who have completed a degree at an American university.</td>
</tr>
</tbody>
</table>

### Other Test(s) (e.g., GMAT, MCAT)

<table>
<thead>
<tr>
<th>Test(s) (e.g., GMAT, MCAT)</th>
<th>n/a</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Minimum admission requirements of the Graduate School apply to all applicants for graduate study in music. The Mead Witter School of Music has additional requirements. Applicants should have a master's degree in music or equivalent foundational course work as required by each area of study. A cumulative GPA of 3.0 (on a 4.0 scale, calculated on the last 60 credit hours) is necessary for full admission. The Ph.D. program in music involves substantial academic work and requires excellent reading, writing, and speaking skills. Therefore, all international students are required to submit a TOEFL score. See the Mead Witter School of Music graduate admissions website (http://www.music.wisc.edu/admissions/graduate/) for information on minimum score requirements. The Mead Witter School of Music does not waive the TOEFL score requirement for students who have completed a degree at an American university. All Ph.D. applicants must submit a scholarly paper as part of the application. Ph.D. applicants are also expected to submit Graduate Record Exam (GRE) scores. A visit to campus for a personal interview is recommended, especially if the applicant wishes to be considered for financial aid. For details on specific audition requirements and additional application
materials, visit the Mead Witter School of Music graduate admissions website (http://www.music.wisc.edu/admissions/graduate/).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Mead Witter School of Music offers teaching and project assistant appointments in music history, music theory, piano, conducting, voice, and other areas. These positions offer tuition remission plus a stipend and health care benefits. In addition, Mead Witter School of Music selects qualified applicants for the University Fellowship and Advanced Opportunity Fellowship. The UW–Madison Office of Student Financial Services assists students in obtaining general grants and loans. All Mead Witter School of Music students who receive funding are required to enroll full-time with 8–12 graduate credits.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.25 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Graduate students at UW–Madison must meet expectations for satisfactory progress toward completion of the degree while enrolled. In School of Music graduate programs, a graduate student must maintain a cumulative grade point average (GPA) of 3.25. Even though grades below B do not count for graduate credit toward the degree, those grades are included in computation of the GPA. In the first semester in which the cumulative GPA falls below 3.25 the director of graduate studies will notify the student in writing. After a second semester in which the GPA remains below 3.25 the student will be placed on probation for the next semester enrolled. This action suspends all financial aid awards through UW–Madison, though loans and work-study are not affected. Failure to raise the GPA to 3.25 or above in the probation semester results in the student’s withdrawal from the Graduate School and from the School of Music program. To maintain satisfactory progress School of Music students on UW–Madison funding (teaching assistants, project assistants, fellows, and scholarship recipients) must maintain full-time status. A student’s satisfactory progress is also in jeopardy should a major project or recital be judged incomplete or deficient. Failure of one or more parts of the comprehensive examinations, preliminary examinations, or final defense is also considered a lapse in satisfactory progress.</td>
</tr>
</tbody>
</table>
**REQUIRED COURSES**

**Historical Musicology Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Required Seminars</td>
<td>21</td>
</tr>
</tbody>
</table>

Coursework from the following:

- **MUSIC 911**: Seminar in Musicology (every semester offered)
- **MUSIC 821**: Historical Music Theories 1
- **MUSIC 822**: Historical Music Theories 2
- **MUSIC 799**: Independent Work (requires approval of musicology faculty)
- **MUSIC/FOLKLORE 915**: Seminar in Ethnomusicology (one course required if offered)
- **MUSIC 921**: Current Issues in Musical Thought 1
- **MUSIC 925**: Topics in Music Analysis 1
- **MUSIC 926**: Topics in Music Analysis 2
- **MUSIC 927**: Seminar in Composition

**Other Required Courses**

- **MUSIC 900**: Colloquium
- **MUSIC/LIS 619**: Music Research Methods and Materials
- **MUSIC 923**: Seminar in Notation (offered every two years)

- **Doctoral Minor** 9-12

In addition to evaluations in individual classes, School of Music programs examine graduate students at defined points in their career.

For doctoral students, preliminary examinations are tools to evaluate the student’s currency and knowledge of the major field and the minor area of study, but also to determine the readiness to embark on the final stage of research. The first part of the Comprehensive Examination is written, and the second part is an oral exam attended by the student’s committee members.

Once doctoral candidates have completed all their work, the oral defense is an opportunity for the dissertation (Ph.D.) or DPRC (DMA) committee to address the contributions made through the dissertation (Ph.D.) or the doctoral performance and research (DMA). No grades are reported on the transcript for these program-level examinations.

All doctoral students are required to complete a minor.

Minors with coursework entirely within the School of Music total 12 credits and are taken as Option B–distributed minors. These distributed minors are narrowly defined to ensure the principle of breadth in relation to the major specialty.

9–12 credits in a field other than the major specialty. See the Doctoral Minors page or the Mead Witter School of Music Graduate Handbook for details.

**Language Proficiency**

Intermediate-level proficiency is required in two foreign languages, one of which must be German. The second language may be French, Italian, or any other language which can be argued as essential to the proposed doctoral research. Each language requirement may be satisfied with:

- Four semesters of undergraduate-level study (completed within five years prior to matriculation), earning a grade of B or better in the final semester OR
- One semester of the following with a grade of B or better:
  - **GERMAN 391**: German for Graduate Reading Knowledge I
  - **ITALIAN 301**: Italian for Reading Knowledge
  - **FRENCH 391**: French for Reading Knowledge
  - OR satisfactory completion of an approved language reading examination at the intermediate level.

Consult with the area faculty or with the Mead Witter School of Music graduate office for further details.

**Preliminary Examinations**

Preliminary examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab or, for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

Preliminary examinations are administered by the Musicology area faculty.

After preliminary examinations continuous registration for exactly three research-related credits is required.

**Dissertation**

- **MUSIC 999**: PhD Diss/DMA Project 1-3

**Oral Defense**

The oral defense is to be scheduled with the dissertation committee after ALL WORK is complete.

Total Credits 37-42

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
1260 Music, Ph.D.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 923</td>
<td>Seminar in Notation (musicology)</td>
</tr>
<tr>
<td>MUSIC 925</td>
<td>Topics in Music Analysis 1</td>
</tr>
<tr>
<td>MUSIC 926</td>
<td>Topics in Music Analysis 2</td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
</tr>
<tr>
<td>MUSIC 799</td>
<td>Independent Work</td>
</tr>
</tbody>
</table>

**Other required courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC/L 1S 619</td>
<td>Music Research Methods and Materials</td>
</tr>
<tr>
<td>MUSIC 900</td>
<td>Colloquium</td>
</tr>
</tbody>
</table>

**Doctoral Minor**

9-12 credits in a field other than the major specialty. See the Doctoral Minors page or the Mead Witter School of Music Graduate Handbook for details.

**Language Proficiency**

Intermediate-level reading knowledge is required in two languages. Languages must be approved by the music theory area. The most common ways of meeting the language proficiency requirements are:

- Four semesters of undergraduate-level study (completed within five years prior to matriculation), earning a grade of B or better in the final semester OR
- 1 semester of the following:
  - GERMAN 391 German for Graduate Reading Knowledge I
  - FRENCH 391 French for Reading Knowledge
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Consult with the area faculty or with the Mead Witter School of Music graduate office for further details.

Students should note that the course credits as described above total 33 at minimum. Up to 11 additional credits (including Dissertation credits) may be needed to earn the degree minimum of 51 credits.

**Preliminary Examinations**

Preliminary Examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

Preliminary Examinations are administered by the Music Theory Area.

After preliminary examinations continuous registration for exactly three research-related credits is required.

**Oral Defense**

The oral defense is to be scheduled with the Dissertation Committee after ALL WORK is complete.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

No more than 6 credits may be approved for graduate coursework taken at other institutions.

**UW–Madison Undergraduate**

The Graduate School allows departments to review requests to count up to 7 credits of undergraduate work at UW–Madison toward graduate program requirements, but this is rarely approved by the School of Music faculty.

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Some students may have completed coursework at 300 level or above at UW–Madison as a Special Student; with program approval coursework so taken may be considered to fulfill up to 6 credits of graduate program requirements. However the Graduate School mandates that fees be paid in these cases.

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Ph.D students who fail to make satisfactory progress in any of the following four areas: grades, course load, time constraints, or exams, will be notified in writing by the DGS. At the end of the second semester of failing to make satisfactory progress the student is placed on probation effective the next semester. This action suspends financial aid (but does not affect loans or work-study). For details see Satisfactory Progress for Doctoral Students (http://uwsom.wpengine.com/wp-content/uploads/2014/05/DoctoralSatisfactoryProgressDocument.pdf).

**ADVISOR / COMMITTEE**

All programs provide for faculty from several disciplines to follow the student’s progress through the degree, provide mentorship along the way, and assess the student’s success in reaching expected learning outcomes. Committee structures differ among degrees and majors. The principal advisor for most graduate students in the Mead Witter School of Music is generally referred to as the major professor.

In M.A. and Ph.D. programs the advisor may not be the eventual thesis or dissertation advisor. In all programs the major professor is determined with the student’s particular interests in mind. The director of graduate studies is also an advisor for all graduate students in Mead Witter School of Music programs. Students are expected to consult with the director of graduate studies at least once per semester to determine appropriate course plans. Consultation is mandatory in the semester before intended graduation.

Ph.D. students have two committees: a four-member preliminary examination committee composed of the major professor, minor professor, and two others determined by the area; and a dissertation committee with four faculty including the major professor and a faculty
member from a program other than the major. Three of these four members must be graduate faculty.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Graduate students in DMA or Ph.D. programs are allowed a maximum of four calendar years from the date entering the program to complete all course work requirements and successfully pass the preliminary examinations. The candidate must complete the dissertation (Ph.D.) or doctoral performance and research (DMA) within five years after passing the preliminary examinations.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials and limits with respect to theory and cultural understanding of music.
2. Formulates ideas and concepts beyond the current boundaries of knowledge in the field of music study.
3. Demonstrates breadth within the learning experiences in an area of study outside the principal field of inquiry.
4. Accomplishes research that makes a substantive contribution to the field.
5. Creates well-written monographs based upon original research that make substantive contributions to the field.
6. Communicates complex ideas in a clear and understandable manner, both verbally and in writing.
7. Fosters ethical and professional conduct.

PEOPLE

Faculty: Professors Cook (director), Blasius, Calderón, Chisholm, Crook, DiSanza, Dill, Doing, Fischer, Fulmer, Hetzler, Hyer, Johnson, Karp, Koza, Leckrone, Perry, Rowe, Schaffer, Schwendinger, Stowe, Swack, B. Taylor, C. Taylor, Teeple, Thimmig, Vardi, Vallon; Associate Professors Dobbs, Grabois, Wallmann; Assistant Professors Altino, Lee, Ronis

The faculty of the Mead Witter School of Music is a distinguished group of educators, performing musicians, and active scholars. The backgrounds of performance faculty include rich experiences as professional musicians, researchers, recording artists, and entrepreneurs. Faculty in music education have particular insight into their field as a result of their backgroounds as school educators, performers, and scholars. In areas such as music theory and musicology, the musical community has high regard for the past and current contributions to the study of musical theory, historical perspectives on music, the role of music in societies around the world, and the unique contributions of American musicians. Teaching is a priority for the faculty, who are readily accessible to students for advice and support. Faculty, staff, and students cooperate in extraordinary ways with joint ventures that reach across disciplines both in research or instruction.

ACCREDITATION

ACCRREDITATION
National Association of Schools of Music (https://nasm.arts-accredit.org)

Accreditation status: Accredited. Next accreditation review: 2022–2023
MUSIC: EDUCATION, M.M.

The mission of the Mead Witter School of Music is:

- to provide a rich, integrated program of undergraduate and graduate education that promotes the highest levels of professional, creative, and scholarly development while challenging students to achieve their greatest potential;
- to cultivate an environment that inspires creativity, stimulates intellectual curiosity, and fosters critical thinking; and
- to serve the university community, the public, and the profession through performance, composition, scholarship, music education, outreach, and engagement.

The Mead Witter School of Music enriches students' educational experience by hosting guest artists and scholars for master classes, recitals, colloquia, seminars, and festivals. Mead Witter School of Music organizations and ensembles perform more than 350 recitals and concerts every year, making a significant contribution to the cultural life of the university and the wider Madison community.

THE MASTER OF MUSIC: EDUCATION PROGRAM

The master of music: education program is suited to those who wish to emphasize music content in advanced study of education. Those who wish to explore music education within the context of education at large should consider the curriculum and instruction M.S. program in the School of Education. A double master's degree with the Information School is also offered.

Applicants to the master's program in music education are strongly encouraged to contact the music education faculty to schedule an interview and visit to the school. A cumulative GPA of 3.0 (on a 4.0 scale, calculated on the last 60 credit hours) is necessary for full admission. Refer to the Admissions tab for details on admission requirements.

Contact the Mead Witter School of Music graduate office, gradadmissions@music.wisc.edu, for further details about the M.M.–music education degree.

The M.M.–music education degree offers the opportunity for advanced study in the field of musical education. Upon enrollment in the program, one of the music education faculty members acts as advisor for the student. This is usually the major professor, who the faculty determine based upon a student’s particular interests. The examination committee for comprehensive examinations in the second year is composed of the major professor along with two other faculty members.

A summary of important academic policies are available through the Policies (p. 1265) tab. A more complete document, the Mead Witter School of Music Graduate Handbook (https://www.music.wisc.edu/wp-content/uploads/2020/02/SOM-Grad-Handbook-1.pdf), lists all academic policies and procedures in music graduate programs. All students need to be familiar with the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Mentoring of students is of prime importance to faculty members at the Mead Witter School of Music. The faculty advisor and the director of graduate studies both guide the student’s course planning. While each faculty member has a unique style of mentoring, every student can be assured of abundant time working closely with more than one mentor in addition to the advisor during the course of a UW–Madison degree program.

FACILITIES

The Mosse Humanities Building, built in 1969, houses most of the music classrooms, rehearsal rooms, faculty studios, and 111 practice rooms. Most recitals and concerts take place in one of three performance spaces: Mills Concert Hall, Morphy Recital Hall, and Eastman Organ Recital Hall. The school’s extensive collection of instruments, both common and unusual, is available to both faculty and students. Music Hall with its clock tower, built in 1879, is a campus landmark. Renovated in 1985, it is the home of the opera program. The new Hamel Music Center includes a concert hall, a recital hall, and a large ensemble rehearsal space.

Memorial Library is the home of the Mills Music Library, which offers extensive research and circulating collections, attractive study space, and personal staff assistance with research. Music materials on campus number over half a million, ranging from scores and sheet music to archival collections and historic audio recordings. Through Mills Music Library and other UW–Madison libraries students have access to a wide range of online research databases as well as millions of articles, books, and streaming media. All genres of music are represented, with notably strong collections in Americana and ethnic music. Nationally known special collections include the Tams–Witmark Collection, a treasury of early American musical theater materials, and the Wisconsin Music Archives.

The Mead Witter School of Music is a member of the National Association of Schools of Music (NASM), the national accreditation body for schools of music, and was reaccredited in 2014.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
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<th>Requirements</th>
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</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record</td>
<td>Not required.</td>
</tr>
<tr>
<td>Examinations)</td>
<td></td>
</tr>
</tbody>
</table>

English Proficiency Test  
Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency). Every international student from a non-English speaking country must submit a TOEFL score of 80 or higher. The Mead Witter School of Music does not waive the TOEFL requirement for students who have completed a degree at an American university.

Other Test(s) (e.g., GMAT, MCAT)  
n/a

Letters of Recommendation Required  
3

Minimum admission requirements of the Graduate School apply to all applicants for graduate study in music. The Mead Witter School of Music has additional requirements. Applicants should have a bachelor’s degree in music or equivalent foundational course work as required by each area of study. An undergraduate GPA of 3.0 (on a 4.0 scale, calculated on the last 60 credit hours) is necessary for full admission. M.M. applicants in music education should have an undergraduate degree in music education and at least two years of music teaching experience—interested students are encouraged to contact the music education faculty prior to application. The M.M.—music education program involves substantial academic work and requires excellent reading, writing, and speaking skills. Therefore, all international students are required to submit a TOEFL score. See the Mead Witter School of Music graduate admissions website (http://www.music.wisc.edu/admissions/graduate/) for information on minimum score requirements. The Mead Witter School of Music does not waive the TOEFL score requirement for students who have completed a degree at an American university. For details on specific audition requirements and additional application materials, visit the School of Music graduate admissions website (http://www.music.wisc.edu/admissions/graduate/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The Mead Witter School of Music also offers teaching and project assistantships in music history, music theory, piano, conducting, voice, and other performance areas. These positions offer tuition remission plus a salary and health care benefits. In addition, the Mead Witter School of Music selects qualified applicants for the University Fellowship and Advanced Opportunity Fellowship. The UW–Madison Office of Student Financial Services assists students in obtaining general grants and loans. All Mead Witter School of Music students who receive funding are required to maintain full-time enrollment status. Many students also take advantage of work-study opportunities on campus, and many are employed part-time in area musical organizations, education, or business entities.

M.A.—music: education students may be considered for Teaching Assistant appointments, providing positions are available. All M.M. students may be considered for a University Fellowship, and qualified applicants may be considered for the Advanced Opportunity Fellowship. Feel free to direct questions about any of these funding opportunities to the Mead Witter School of Music graduate admissions office, gradadmissions@music.wisc.edu.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>30 credits</td>
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</tbody>
</table>

Minimum Residence Credit Requirement

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Graduate Coursework</td>
<td>16 credits</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement

Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/).
Overall Graduate GPA Requirement

Graduate students at UW–Madison must maintain a cumulative grade point average (GPA) of 3.25. Even though grades below B do not count for graduate credit toward the degree, those grades are included in computation of the GPA.

In the first semester in which the cumulative GPA falls below 3.25 the director of graduate studies will notify the student in writing. After a second semester in which the GPA remains below 3.25 the student will be placed on probation for the next semester enrolled. This action suspends all financial aid awards through UW–Madison, though loans and work-study are not affected. Failure to raise the GPA to 3.25 or above in the probation semester results in the student's withdrawal from the Graduate School and from the School of Music program.

To maintain satisfactory progress School of Music students on UW–Madison funding (teaching assistants, project assistants, fellows, and scholarship recipients) must maintain full-time status. A student's satisfactory progress is also in jeopardy should a major project or recital be judged incomplete or deficient. Failure of one or more parts of the comprehensive examinations, preliminary examinations, or final defense is also considered a lapse in satisfactory progress.

Language Requirements

All School of Music doctoral programs require proficiency at the intermediate level in at least one foreign language. Foreign language proficiency assures that the student has the tools needed to pursue comprehensive research in the major field. Details on foreign language requirements and ways to fulfill proficiency expectations are outlined in the course lists available through the Requirements tab for each degree. This information is also available in the advising worksheets for each degree major track.

Assessments and Examinations

In addition to evaluations in individual classes, School of Music programs examine graduate students at defined points in their career.

For master's students, comprehensive examinations measure the candidate's range of musical knowledge in both fields of music history and the major.

Required Courses

You may direct any questions about the coursework or required proficiencies to the Mead Witter School of Music graduate admissions office, gradadmissions.music.wisc.edu, or directly to the faculty of the music education area.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
<th>Other Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRIC 946</td>
<td>Past Perspectives on Music Education</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CURRIC 947</td>
<td>Current Issues in Music Education</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Area of Specialty

Advisor-approved courses

Musicology and Theory

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW–Madison.

Eligible musicology courses include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC/FOLKLORE 401</td>
<td>Musical Cultures of the World</td>
</tr>
<tr>
<td>MUSIC/FOLKLORE 402</td>
<td>Musical Cultures of the World</td>
</tr>
<tr>
<td>MUSIC 411</td>
<td>Survey of Music in the Middle Ages</td>
</tr>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Renaissance</td>
</tr>
<tr>
<td>MUSIC 413</td>
<td>Survey of Music in the Baroque Era</td>
</tr>
<tr>
<td>MUSIC 414</td>
<td>Survey of Music in the Classic Era</td>
</tr>
<tr>
<td>MUSIC 415</td>
<td>Survey of Music in the Romantic Era</td>
</tr>
<tr>
<td>MUSIC 416</td>
<td>Survey of Music in the Twentieth Century</td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (approved topic only)</td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
</tr>
<tr>
<td>MUSIC 911</td>
<td>Seminar in Musicology</td>
</tr>
<tr>
<td>MUSIC/FOLKLORE 915</td>
<td>Seminar in Ethnomusicology</td>
</tr>
<tr>
<td>MUSIC 923</td>
<td>Seminar in Notation</td>
</tr>
</tbody>
</table>

Eligible music theory courses include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 621</td>
<td>Renaissance Polyphony</td>
</tr>
<tr>
<td>MUSIC 622</td>
<td>Baroque Counterpoint</td>
</tr>
<tr>
<td>MUSIC 623</td>
<td>Form and Analysis</td>
</tr>
<tr>
<td>MUSIC 624</td>
<td>Form and Analysis II</td>
</tr>
<tr>
<td>MUSIC 523</td>
<td>Orchestration I</td>
</tr>
<tr>
<td>MUSIC 331</td>
<td>Jazz Improvisation</td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1 (also eligible as a musicology course)</td>
</tr>
<tr>
<td>MUSIC 822</td>
<td>Historical Music Theories 2 (also eligible as a musicology course)</td>
</tr>
<tr>
<td>MUSIC 823</td>
<td>Schenkerian Analysis</td>
</tr>
<tr>
<td>MUSIC 824</td>
<td>Post-tonal Analysis</td>
</tr>
<tr>
<td>MUSIC 921</td>
<td>Current Issues in Musical Thought 1</td>
</tr>
<tr>
<td>MUSIC 925</td>
<td>Topics in Music Analysis 1</td>
</tr>
<tr>
<td>MUSIC 926</td>
<td>Topics in Music Analysis 2</td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
</tr>
</tbody>
</table>

Final Project

Independent Reading

 Electives

Courses approved by advisor

Total Credits

30-32
Other courses do not fulfill this requirement unless specifically approved by the Musicology faculty.

Other courses do not fulfill this requirement unless specifically approved by the Music Theory faculty.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
No more than 6 credits may be approved for graduate coursework taken at other institutions.

UW–Madison Undergraduate
The Graduate School allows departments to review requests to count up to 7 credits of undergraduate work at UW–Madison toward graduate program requirements, but this is rarely approved by the Mead Witter School of Music faculty.

UW–Madison University Special
Some students may have completed coursework at 300-level or above at UW–Madison as a Special Student; with program approval coursework so taken may be considered to fulfill up to 6 credits of graduate program requirements. However, the Graduate School mandates that fees be paid in these cases.

PROBATION

M.M. students who fail to make satisfactory progress in any of the four following areas: grades, course load, time constraints, or exams, will be notified in writing by the DGS. At the end of the second semester of failing to make satisfactory progress the student is placed on probation effective the next semester. This action suspends financial aid (but does not affect loans or work-study). See details at the Satisfactory Progress for Masters Students (http://uwsom.wpengine.com/wp-content/uploads/2014/05/MastersSatisfactoryProgress.pdf).

ADVISOR / COMMITTEE

All programs provide for faculty from several disciplines to follow the student’s progress through the degree, provide mentorship along the way, and assess the student’s success in reaching expected learning outcomes. Committee structures differ among degrees and majors.

Music education students have a committee of three or more graduate faculty, including the major professor.

The principal advisor for most graduate students in the Mead Witter School of Music is generally referred to as the major professor. In all programs the major professor is determined with the student’s particular interests in mind.

The director of graduate studies is also an advisor for all graduate students in Mead Witter School of Music programs. Students are expected to consult with the director of graduate studies at least once per semester to determine appropriate course plans. Consultation is mandatory in the semester before intended graduation.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

M.M. and M.A. students not receiving university funding are expected to complete requirements and pass comprehensive examinations within seven years from the time of enrollment in the program. While graduate students may enroll on a part-time basis, this time constraint still applies.

All M.M. and M.A. students holding teaching assistant, project assistant, or fellowship appointments must complete requirements for the degree within four semesters (not counting summer sessions or thesis credits). If the appointment is more than 33.4% the expectation is to complete requirements in the sixth semester.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employee disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

n/a
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Communicates clearly in multiple modes, including written and verbal, a well-developed foundational understanding, scholarly and practically, of the field of music education as it currently exists.
2. Demonstrates understanding of music education from multiple perspectives, including but not limited to social, cultural, historical and musical perspectives.
3. Draws upon extensive understandings of music learning and teaching as socially situated and constructed in multiple ways, honoring human difference as a rich source of information and demonstrates this in coursework and final projects.
4. Understands and applies principles of ethical and professional conduct.
5. Respects colleagues and values contributions of others in both individual and collaborative endeavors.

PEOPLE

Faculty: Professors Cook (director), Blasius, Calderón, Chisholm, Crook, DiSanza, Dill, Doig, Fischer, Fulmer, Hetzler, Hyer, Johnson, Karp, Koza, Leckrone, Perry, Rowe, Schaffer, Schwendinger, Stowe, Swack, B. Taylor, C. Taylor, Teeple, Thimmig, Vardi, Vallon; Associate Professors Dobbs, Grabois, Wallmann; Assistant Professors Altino, Lee, Ronis

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ACCREDITATION

ACCREDITATION

National Association of Schools of Music (https://nasm.accredit.org)

Accreditation status: Accredited. Next accreditation review: 2022–2023

MUSIC: PERFORMANCE, DMA

The mission of the Mead Witter School of Music is:

• to provide a rich, integrated program of undergraduate and graduate education that promotes the highest levels of professional, creative, and scholarly development while challenging students to achieve their greatest potential;
• to cultivate an environment that inspires creativity, stimulates intellectual curiosity, and fosters critical thinking; and
• to serve the university community, the public, and the profession through performance, composition, scholarship, music education, outreach, and engagement.

The Mead Witter School of Music enriches students’ educational experience by hosting guest artists and scholars for master classes, recitals, colloquia, seminars, and festivals. Mead Witter School of Music organizations and ensembles perform more than 350 recitals and concerts every year, making a significant contribution to the cultural life of the university and the wider Madison community.

Mead Witter School of Music views its goals and objectives as complementary to those of the University of Wisconsin—Madison, which include "to provide an environment in which faculty and students can discover, examine critically, preserve and transmit the knowledge, wisdom and values that will help ensure the survival of the present and future generations with improvement in the quality of life."

The University of Wisconsin—Madison School of Music is accredited by the National Association of Schools of Music (NASM), and has been an institutional member of NASM since 1966.

THE DOCTOR OF MUSICAL ARTS DEGREE

The DMA (Doctor of Musical Arts) and the Ph.D. are the highest degrees conferred by the Mead Witter School of Music. The DMA is granted for evidence of general proficiency and distinctive attainment in a specialized field of performance. The student’s ability in independent investigation is demonstrated through a series of public recital performances and in a final project presenting original research and creative scholarship.

Every major track in the DMA program consists of course and proficiency requirements including a minor field of study outside the student’s major performance specialty. In addition to this, the core of the degree program is the doctoral candidate’s Doctoral Performance and Research. This is a body of performances and scholarship that is, as a whole, the candidate’s significant contribution to the field of musical performance.

The DMA in music: performance is offered with concentrations in: brass; composition; guitar; percussion; piano performance; collaborative piano; piano performance and pedagogy; organ; string performance; vocal performance; opera; woodwinds; multiple woodwinds; choral conducting; orchestral conducting; wind conducting.

The DMA degree requires significant work beyond the master’s degree, including the extensive independent work described above. Each major track varies slightly. See the course lists available through the Requirements tab for details. Contact the Mead Witter School of Music graduate office for complete explanations of the degrees offered at the master’s or doctoral levels: gradadmissions@music.wisc.edu.

gradadmissions@music.wisc.edu
DMA students have achieved a high level of artistry as a performing musician before beginning the program at Mead Witter School of Music. The curriculum is designed to challenge students, broaden their musical knowledge and experience, and foster their growth in accomplishing independent research as well as formulating a unique approach to musical performance. Coursework in musicology and music theory, study of pedagogy and literature, and close mentorship by a group of supportive faculty members all contribute toward deepening a DMA student’s encounter with music. A minor field of study (p. 1246), required of all DMA students, assures breadth by ensuring work in a field of study outside the major specialty. Proficiency in a foreign language supports research in the major field.

All DMA curricula in the Mead Witter School of Music are built on a similar model: applied study in the field of major specialty, related courses in the major specialty, a variety of musicology and theory courses, a minor field of study, and proficiency in at least one foreign language. The tracks differ in details, such as the number and nature of recital performances. The core of the DMA program is doctoral performance and research, a body of work comprised of public performances (recorded and available to scholars and musicians) and a doctoral research project. The whole is the DMA candidate’s contribution to the community of performers and scholars.

Each DMA student has a faculty committee, the doctoral performance and research committee. Mentoring, evaluating, and supporting the student through the degree program, this committee provides multiple perspectives on the student’s performance and research.

Important information on academic policies for the DMA program is available through the Policies page. Complete information is available in the Mead Witter School of Music Graduate Handbook (https://www.music.wisc.edu/wp-content/uploads/2020/02/SOM-Grad-Handbook-1.pdf). Since the School of Music offers the DMA program through the aegis of the UW–Madison Graduate School, all DMA students also need to be familiar with the UW–Madison Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/). Advising is available through the major professor as well as through the director of graduate studies and the graduate office in the Mead Witter School of Music.

### ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>

### FUNDING

**English Proficiency Test**

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency). Every international student from a non-English speaking country must submit a TOEFL score of 85 or higher. The Mead Witter School of Music does NOT waive the TOEFL requirement for students who have completed a degree at an American university.

<table>
<thead>
<tr>
<th>Other Test(s) (e.g., GMAT, MCAT)</th>
<th>n/a</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

Minimum admission requirements of the Graduate School apply to all applicants for graduate study in music. The Mead Witter School of Music has additional requirements. Applicants should have a master’s degree in music or equivalent foundational course work as required by each area of study. A cumulative GPA of 3.0 (on a 4.0 scale, calculated on the last 60 credit hours) is necessary for full admission. Admission to the DMA program assumes a high level of performance ability determined by audition. Composition applicants must have completed a master’s degree or equivalent in composition. The DMA program involves substantial academic work and requires excellent reading, writing, and speaking skills. Therefore, all international students are required to submit a TOEFL score. See the Mead Witter School of Music graduate admissions website (http://www.music.wisc.edu/admissions/graduate/) for information on minimum score requirements. The Mead Witter School of Music does not waive the TOEFL score requirement for students who have completed a degree at an American university. All DMA applicants must submit a scholarly paper as part of the application. Typically, performance applicants are required to audition in person. For details on specific audition requirements and additional application materials, visit the Mead Witter School of Music graduate admissions website (http://www.music.wisc.edu/admissions/graduate/).

### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

Through the generosity of Paul J. Collins, the Mead Witter School of Music is the recipient of a substantial fellowship fund which, in combination with the Graduate School and University Foundation, allows the school to offer multiple-year funding to the highest quality graduate students in performance. The Collins fellowships, along with The Lorna Wendt and Anonymous Fund Fellowships for Choral and Voice students are offered as Wisconsin Distinguished Fellowships and provide full tuition and fees, a generous stipend, additional funds, and comprehensive
health care. Nomination by a performance faculty member—usually following an on-site audition—is required for consideration.

The Mead Witter School of Music also offers teaching and project assistantships in music history, music theory, piano, conducting, voice, and other performance areas. These positions offer tuition remission plus a salary and health care benefits. In addition, the Mead Witter School of Music selects qualified applicants for the Chancellor’s Fellowship, University Fellowship, and Advanced Opportunity Fellowship. The UW–Madison Office of Student Financial Services assists students in obtaining general grants and loans. All Mead Witter School of Music students who receive funding are required to enroll full-time with 8–12 graduate credits.

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement

Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle)/).

Overall Graduate GPA Requirement

3.25 GPA required.

Other Grade Requirements

Graduate students at UW–Madison must meet expectations for satisfactory progress toward completion of the degree while enrolled. In School of Music graduate programs, a graduate student must maintain a cumulative grade point average (GPA) of 3.25. Even though grades below B do not count for graduate credit toward the degree, those grades are included in computation of the GPA.

In the first semester in which the cumulative GPA falls below 3.25 the director of graduate studies will notify the student in writing. After a second semester in which the GPA remains below 3.25 the student will be placed on probation for the next semester enrolled. This action suspends all financial aid awards through UW–Madison, though loans and work-study are not affected. Failure to raise the GPA to 3.25 or above in the probation semester results in the student’s withdrawal from the Graduate School and from the School of Music program.

To maintain satisfactory progress School of Music students on UW–Madison funding (teaching assistants, project assistants, fellows, and scholarship recipients) must maintain full-time status. A student’s satisfactory progress is also in jeopardy should a major project or recital be judged incomplete or deficient. Failure of one or more parts of the comprehensive examinations, preliminary examinations, or final defense is also considered a lapse in satisfactory progress.

Assessments and Examinations

In addition to evaluations in individual classes, School of Music programs examine graduate students at defined points in their career.

For doctoral students, preliminary examinations are tools to evaluate the student’s currency and knowledge of the major field and the minor area of study, but also to determine the readiness to embark on the final stage of research. The first part of the Comprehensive Examination is written, and the second part is an oral exam attended by the student’s committee members.

Once doctoral candidates have completed all their work, the oral defense is an opportunity for the dissertation (Ph.D.) or DPRC (DMA) committee to address the contributions made through the dissertation (Ph.D.) or the doctoral performance and research (DMA). No grades are reported on the transcript for these program-level examinations.
Brass Track

The tables below outline requirements for each major track. If you have questions about any of our programs, we invite you to contact the Mead Witter School of Music graduate admissions office.

### Required Courses

The tables below outline requirements for each major track. If you have questions about any of our programs, we invite you to contact the Mead Witter School of Music graduate admissions office.

#### Brass Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 717</td>
<td>Doctoral Level-Horn</td>
<td>4</td>
</tr>
<tr>
<td>MUS PERF 719</td>
<td>Doctoral Level-Trumpet</td>
<td>4</td>
</tr>
<tr>
<td>MUS PERF 721</td>
<td>Doctoral Level-Trombone</td>
<td>4</td>
</tr>
<tr>
<td>MUS PERF 725</td>
<td>Doctoral Level-Tuba</td>
<td>4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Literature</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 798</td>
<td>Seminar-Instrumental Literature</td>
</tr>
</tbody>
</table>

| Reference and Research Materials | 3 |
| Musicology and Music Theory Courses | 9 |
| Advanced Conducting Seminar | 6 |
| Doctoral Minor | 9-12 |

| Language Proficiency | 9-12 |

| Preliminary Examinations | 20 |

#### Choral Conducting Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 732</td>
<td>Doctoral Level Conducting</td>
<td>2</td>
</tr>
</tbody>
</table>

| Advanced Conducting Seminar | 6 |
| Doctoral Minor | 9-12 |

### Doctoral Performance and Research

1. **Recitals**

   - Enroll for each recital as a 1-credit course.
   - 5 recitals are required: one solo recital, one chamber recital, one solo/chamber/combo recital, one concerto performance (preferably with orchestra), and one lecture recital. The lecture recital is usually scheduled after preliminary examinations.

   - MUSIC PERF 999  DMA Recital

2. **DMA Research Project**

   - Enroll in 1-3 credits to bring course load total to 3 credits.

### Oral Defense

The oral defense is to be scheduled with the Doctoral Performance and Research Committee after ALL WORK is complete.

1. **These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.**

2. **One semester focuses on literature, the other on pedagogy.**
Foreign Language Proficiency

Two foreign languages (one must be German) at intermediate level reading knowledge. See Mead Witter School of Music Graduate Handbook for details on meeting the Foreign Language Proficiency.

*Students should note that the course credits required as described above total 42 credits at minimum (including 3 recitals). Up to an additional 9 credits (including 2 recitals and DMA research project) may be needed to reach the minimum of 51 credits earned in the program.*

Preliminary Examinations

Preliminary Examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab or, for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

After preliminary examinations continuous registration for exactly three research-related credits is required. This may include both degree recitals (MUS PERF 999) and Research (MUSIC 999).

Doctoral Performance and Research

1. Recitals

5 recitals required as described below. The lecture-recital and final performance are normally presented after preliminary examinations, while all others are normally presented before preliminary examinations. Enroll for each recital as a separate 1-credit course.

<table>
<thead>
<tr>
<th>MUS PERF 999</th>
<th>DMA Recital</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 small group recital</td>
<td></td>
</tr>
<tr>
<td>1 a cappella recital</td>
<td></td>
</tr>
<tr>
<td>1 recital with voices and instruments</td>
<td></td>
</tr>
<tr>
<td>1 lecture-recital performance</td>
<td></td>
</tr>
<tr>
<td>1 final performance</td>
<td></td>
</tr>
</tbody>
</table>

2. DMA Research Project

Enroll in 1-3 credits to bring course load total to 3 credits.

| MUSIC 999 | PhD Diss/DMA Project |

Oral Defense

The oral defense is to be scheduled with the Doctoral Performance and Research Committee after ALL WORK is complete.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Collaborative Piano Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 742</td>
<td>Doctoral Level Private Instruction in Accompanying</td>
<td>8</td>
</tr>
</tbody>
</table>

Other Coursework in the Major

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 796</td>
<td>Seminar in Duo Sonata Literature</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 792</td>
<td>Seminar in Vocal Literature</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 467</td>
<td>Language Diction for Singing I</td>
<td>4</td>
</tr>
<tr>
<td>&amp; MUSIC 468</td>
<td>Language Diction for Singing II</td>
<td></td>
</tr>
</tbody>
</table>

or MUSIC 466 Diction for Singers

Reference and Research Materials

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC/L IS 619</td>
<td>Music Research Methods and Materials</td>
<td>3</td>
</tr>
</tbody>
</table>

Doctoral Minor

9-12 credits in a field other than the major specialty. See the Doctoral Minors page or the Mead Witter School of Music Graduate Handbook for details.

Language Proficiency

Proficiency in the pronunciation of English, French, German, Italian, and knowledge of the International Phonetic Alphabet system are required and determined by the major professor. The basis for doctoral study in collaborative piano is 2 semesters each of elementary German, French, and Italian. Depending upon the area of focus (vocal or instrumental), doctoral students normally continue to the intermediate level in 2 languages. The language requirement will be monitored by the major professor.

*Students should note that the course credits as described above total 43 at minimum (including 4 recitals). Up to an additional 8 credits (including recitals and DMA Research Project) may be needed to earn the degree minimum of 51 credits.*

Preliminary Examinations

Preliminary Examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab or, for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

After preliminary examinations continuous registration for exactly three research-related credits is required. This may include both degree recitals (MUS PERF 999) and Research (MUSIC 999).

Doctoral Performance and Research

This body of work, comprising degree recitals and the DMA Research Project, is the core of the DMA degree.

1. Recitals

6 recitals are required. These must include at least 1 vocal, 1 instrumental, with four recitals normally performed before preliminary examinations. After preliminary examinations recitals usually include 1 lecture-recital and 1 final recital (prepared independently).

Enroll for each recital as a separate 1-credit course.

| MUS PERF 999 | DMA Recital |

2. DMA Research Project

Enroll in 1-3 credits to bring course load total to 3 credits.

| MUSIC 999 | PhD Diss/DMA Project |

Oral Defense

The oral defense is to be scheduled with the Doctoral Performance and Research Committee after ALL WORK is complete.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
Composition Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 747</td>
<td>Doctoral Level Composition (taken twice)</td>
<td>4</td>
</tr>
<tr>
<td>MUS PERF 748</td>
<td>Doctoral Level Composition (taken twice)</td>
<td>4</td>
</tr>
</tbody>
</table>

Seminars in Composition

The following courses qualify for this requirement:
- MUSIC 523 Orchestration I
- MUSIC 927 Seminar in Composition

Historical Musicology

The following courses qualify for this requirement:
- MUSIC 411 Survey of Music in the Middle Ages
- MUSIC 412 Survey of Music in the Renaissance
- MUSIC 413 Survey of Music in the Baroque Era
- MUSIC 414 Survey of Music in the Classic Era
- MUSIC 415 Survey of Music in the Romantic Era
- MUSIC 416 Survey of Music in the Twentieth Century
- MUSIC 419 Music in the United States
- MUSIC 511 Historical Performance Practices
- MUSIC 513 Survey of Opera
- MUSIC 911 Seminar in Musicology

Music Theory

The following courses qualify for this requirement:
- MUSIC 621 Renaissance Polyphony
- MUSIC 622 Baroque Counterpoint
- MUSIC 623 Form and Analysis
- MUSIC 624 Form and Analysis II
- MUSIC 821 Historical Music Theories 1
- MUSIC 822 Historical Music Theories 2
- MUSIC 823 Schenkerian Analysis
- MUSIC 824 Post-tonal Analysis
- MUSIC 921 Current Issues in Musical Thought 1
- MUSIC 925 Topics in Music Analysis 1
- MUSIC 926 Topics in Music Analysis 2

Other Required Courses

- MUS/LIS 619 Music Research Methods and Materials 3
- MUSIC 900 Colloquium 0

Doctoral Minor

9-12 credits in a field other than composition. See Doctoral Minors page or the Mead Witter School of Music Graduate Handbook for more information.

Foreign Language Proficiency

One foreign language at intermediate level reading knowledge. French or German preferred. See Mead Witter School of Music Graduate Handbook for details on meeting the Foreign Language Proficiency.

Students should note that the course credits as described above total 48 at minimum. Up to an additional 3 credits (including the lecture-recital and DMA composition project) may be needed to reach the minimum of 51 credits earned.

Preliminary Examinations

Preliminary Examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

After preliminary examinations continuous registration for exactly three research-related credits is required. This may include both degree recitals (MUS PERF 999) and Research (MUSIC 999).

Doctoral Performance and Research

1. Lecture-recital.

The lecture-recital is scheduled after the preliminary examinations.

- MUS PERF 999 DMA Recital 1

2. DMA Composition Project

Enroll in 1-3 credits to bring course load total to 3 credits.
- MUSIC 999 PhD Diss/DMA Project 3 1-3

Oral Defense

The oral defense is to be scheduled with the Doctoral Performance and Research Committee after ALL WORK is complete.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Note that MUSIC 621 Renaissance Polyphony and MUSIC 622 Baroque Counterpoint are considered deficiencies for a DMA student. All students need to have taken those courses before beginning the program. MUSIC 621 and MUSIC 622 will not fulfill the requirement for Music Theory courses in the composition major.

3 Although ideally every DMA project will look different, there are a number of criteria students should keep in mind while preparing their DMA projects: 1) The project should show a certain level of ambition and rigor, either in the size or scope of the creative work chosen (e.g., an opera, symphonic work, concerto, to name a few examples); 2) Although it may be based on pre-existing text, or other materials, the bulk of the project must be original creative work, done by the DMA candidate. 3) DMA candidates should discuss their project proposals fully with the major professor and with all members of their DPRC before starting their project. 4) Examples of successful DMA projects are available in Mills Music Library on the UW-Madison campus.

Orchestral Conducting Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 732</td>
<td>Doctoral Level Conducting</td>
<td>2</td>
</tr>
</tbody>
</table>

Choral Conducting

- MUSIC 553 Advanced Conducting Seminar 2
- MUS PERF 533 or MUS PERF 534 Advanced Conducting

Reference and Research Materials
MUSIC/L IS 619  Music Research Methods and Materials  3

Musicology and Music Theory Courses  9

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

For a summary of the courses eligible for this requirement refer to the last table on this page: DMA: Courses Qualifying for Musicology and Music Theory Requirement

Doctoral Minor  9-12

9-12 credits in a field other than the major specialty. See the Doctoral Minors tab or the Mead Witter School of Music Graduate Handbook for details.

Foreign Language Proficiency

One foreign language at intermediate level reading knowledge. French or German preferred. See Mead Witter School of Music Graduate Handbook for details on meeting the Foreign Language Proficiency.

Students should note that the course credits as described above total 36 at minimum (including 0 recitals) before preliminary examinations. Up to an additional 15 credits (including recitals and DMA research project) may be needed to reach the minimum of 51 credits earned.

Preliminary Examinations

Preliminary Examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab or, for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

After preliminary examinations continuous registration for exactly three research-related credits is required. This may include both degree recitals (MUS PERF 999) and Research (MUSIC 999).

Doctoral Performance and Research

1. Recitals.

5 recitals required. Major professor will advise on scheduling of recitals before or after preliminary examinations.

Enroll for each recital as a separate 1 credit course.

MUS PERF 999  DMA Recital

2. DMA Research Project.

Enroll in 1-3 credits to bring course load total to 3 credits.

MUSIC 999  PhD Diss/DMA Project

Oral Defense

The oral defense is to be scheduled with the Doctoral Performance and Research Committee after ALL WORK is complete.

Organ Performance Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral Level-Organ Applied Study</td>
<td>16</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 703</td>
<td>Doctoral Level-Organ</td>
<td></td>
</tr>
</tbody>
</table>

Organ Literature

| Code         | Title                                | |
|--------------|--------------------------------------| |
| MUS 591      | Organ Literature and Design          | |
| MUS 799      | Independent Work                     | |

Other Courses in the Major

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 561</td>
<td>Organ Improvisation and Liturgy</td>
</tr>
<tr>
<td>MUS PERF 562</td>
<td>Organ Improvisation and Liturgy</td>
</tr>
</tbody>
</table>

Research Methods and Materials

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC/L IS 619</td>
<td>Music Research Methods and Materials</td>
</tr>
</tbody>
</table>

Musicology and Music Theory Courses

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

For a summary of the courses eligible for this requirement refer to the last table on this page: DMA: Courses Qualifying for Musicology and Music Theory Requirement

Doctoral Minor

9-12 credits in a field other than the major specialty. See the Doctoral Minors tab or the Mead Witter School of Music Graduate Handbook for details.

Language Proficiency

One foreign language at intermediate level reading knowledge. French or German preferred. See Mead Witter School of Music Graduate Handbook for details on meeting the Foreign Language Proficiency.

Students should note that the course credits as described above total 50 at minimum (including 3 recitals). Up to an additional 1 credit (including recitals and DMA Research Project) may be needed to earn the degree minimum of 51 credits.

Preliminary Examinations

Preliminary Examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab or, for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

After preliminary examinations continuous registration for exactly three research-related credits is required. This may include both degree recitals (MUS PERF 999) and Research (MUSIC 999).

Doctoral Performance and Research

This body of work, comprising degree recitals and the DMA Research Project, is the core of the DMA degree.

1. Recitals

5 recitals required. The recitals are: 1 solo recital, 1 ensemble recital, 1 lecture-recital (these before preliminary examinations); after preliminary examinations, 1 lecture-recital and 1 final solo recital.

Enroll for each recital as a separate 1 credit course.

MUS PERF 999  DMA Recital

2. DMA Research Project

Enroll in 1-3 credits to bring course load total to 3 credits.
Oral Defense

The oral defense is held with the Doctoral Performance and Research Committee after ALL WORK is complete.

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Percussion Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 727</td>
<td>Doctoral Level Percussion Applied Study</td>
<td>16</td>
</tr>
<tr>
<td>MUS 550</td>
<td>Percussion Literature</td>
<td>2</td>
</tr>
<tr>
<td>or MUS 540</td>
<td>Advanced Pedagogy</td>
<td></td>
</tr>
</tbody>
</table>

### Reference and Research Materials

- MUSIC/LIS 619 Music Research Methods and Materials
- MUS 791 Seminar in Piano Literature
- or MUS 796 Seminar in Duo Sonata Literature

### Musicology and Music Theory Courses

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

For a summary of the courses eligible for this requirement refer to the last table on this page: DMA: Courses Qualifying for Musicology and Music Theory Requirement

### Doctoral Minor

9-12 credits in a field other than the major specialty. See the Doctoral Minors page or the Mead Witter School of Music Graduate Handbook for details.

### Language Proficiency

One foreign language at intermediate level reading knowledge. French or German preferred. See Mead Witter School of Music Graduate Handbook for details on meeting the Foreign Language Proficiency.

Students should note that the course credits as described above total 42 at minimum (including 3 recitals). Up to an additional 9 credits (including recitals and DMA Research Project) may be needed to earn the degree minimum of 51 credits.

### Preliminary Examinations

Preliminary Examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

After preliminary examinations continuous registration for exactly three research-related credits is required. This may include both degree recitals (MUS PERF 999) and Research (MUSIC 999).

### Doctoral Performance and Research

This body of work, comprising degree recitals and the DMA Research Project, is the core of the DMA degree.

1. Recitals

There are 5 required recitals: 1 solo recital, 2 solo or solo/chamber recitals (one of which may be a concerto performance), these three before preliminary examinations; after preliminary examinations, 1 lecture-recital and 1 solo recital.

Enroll for each recital as a separate 1-credit course.

MUS PERF 999 DMA Recital

2. DMA Research Project

Enroll in 1-3 credits to bring course load total to 3 credits.

### Oral Defense

The oral defense to be scheduled with the Doctoral Performance and Research Committee after ALL WORK is complete.

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. For the MUS 540 Advanced Pedagogy option, the topic is Percussion Pedagogy.

### Piano Performance Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 701</td>
<td>Doctoral Level Piano Performance Applied Study</td>
<td>16</td>
</tr>
<tr>
<td>MUS 791</td>
<td>Seminar in Piano Literature</td>
<td>6</td>
</tr>
<tr>
<td>or MUS 796</td>
<td>Seminar in Duo Sonata Literature</td>
<td></td>
</tr>
</tbody>
</table>

### Reference and Research Materials

- MUSIC/LIS 619 Music Research Methods and Materials
- MUS 791 Seminar in Piano Literature
- or MUS 796 Seminar in Duo Sonata Literature

### Musicology and Music Theory Courses

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

For a summary of the courses eligible for this requirement refer to the last table on this page: DMA: Courses Qualifying for Musicology and Music Theory Requirement

### Doctoral Minor

9-12 credits in a field other than the major specialty. See the Doctoral Minors page or the Mead Witter School of Music Graduate Handbook for details.

### Language Proficiency

One foreign language at intermediate level reading knowledge. French or German preferred. See Mead Witter School of Music Graduate Handbook for details on meeting the Foreign Language Proficiency.

Students should note that the course credits as described above total 47 at minimum (including 4 recitals). Up to an additional 4 credits (including recitals and DMA Research Project) may be needed to earn the degree minimum of 51 credits.

### Preliminary Examinations
Preliminary Examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab or, for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

After preliminary examinations continuous registration for exactly three research-related credits is required. This may include both degree recitals (MUS PERF 999) and Research (MUSIC 999).

**Doctoral Performance and Research**

This body of work, comprising degree recitals and the DMA Research Project, is the core of the DMA degree.

1. **Recitals**

   There are six required recitals: 1 Baroque-Classical, 1 Romantic, 1 Modern, 1 concerto performance, 1 ensemble recital, 1 final solo recital. One of these recitals (not the final solo recital) will be presented as a lecture recital. The lecture-recital and the final solo recital are presented after the preliminary examinations.

   Enroll for each recital as a separate 1-credit course.

   - MUS PERF 999 DMA Recital

2. **DMA Research Project**

   Enroll in 1-3 credits to bring course load total to 3 credits.

   - MUSIC 999 PhD Diss/DMA Project

**Oral Defense**

The oral defense to be scheduled with the Doctoral Performance and Research Committee after ALL WORK is complete.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

**Piano Performance and Pedagogy Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Doctoral Level Piano Applied Study</strong></td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>2 semesters, 4 credits each semester</td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>MUS PERF 701</td>
<td>Doctoral Level-Piano</td>
<td>2</td>
</tr>
</tbody>
</table>

| **Piano Pedagogy** |                                                     | 9       |
| MUSIC 751 | Seminar in Piano Pedagogy ² | 2       |
| or MUSIC 799 | Independent Work | 2       |
| MUSIC 752 | Piano Pedagogy Workshop ³ | 2       |
| MUSIC 560 | Practicum in Advanced Studio Teaching-Piano       | 2       |

| Other Courses in the Major |                                                     | 2-3     |
| MUS PERF 542 | Advanced Accompanying                               | 2       |
| or MUS PERF 742 | Doctoral Level Private Instruction in Accompanying | 2       |

OR select from the following to total 2 credits

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 542</td>
<td>Advanced Accompanying</td>
<td>2</td>
</tr>
<tr>
<td>MUSIC 565</td>
<td>Advanced Ensemble-Woodwind</td>
<td>2</td>
</tr>
<tr>
<td>MUSIC 567</td>
<td>Advanced Ensemble-Brass</td>
<td>2</td>
</tr>
<tr>
<td>MUSIC 569</td>
<td>Advanced Ensemble-String</td>
<td>2</td>
</tr>
</tbody>
</table>

| Literature |                                                     | 3       |
| MUSIC 791 | Seminar in Piano Literature                         | 3       |

| or MUSIC 796 | Seminar in Duo Sonata Literature           | 3       |

**Reference and Research Materials**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC/LIS 619</td>
<td>Music Research Methods and Materials</td>
<td>3</td>
</tr>
</tbody>
</table>

**Musicology and Music Theory Courses**

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

For a summary of the courses eligible for this requirement refer to the last table on this page: DMA: Courses Qualifying for Historical Musicology and Music Theory Requirement

| Doctoral Minor |                                                     | 9       |

9-12 credits in a field other than the major specialty. See the Doctoral Minor page or the Mead Witter School of Music Graduate Handbook for details.

**Language Proficiency**

One foreign language at intermediate level reading knowledge. French or German preferred. See Mead Witter School of Music Graduate Handbook for details on meeting the Foreign Language Proficiency.

Students should note that the course credits as described above total 41 at minimum (including 2 recitals). Up to an additional 10 credits (including recitals, MUSIC 752, and DMA Research Project) may be needed to earn the degree minimum of 51 credits.

**Preliminary Examinations**

Preliminary Examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab or, for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

After preliminary examinations continuous registration for exactly three research-related credits is required. This may include both degree recitals (MUS PERF 999) and Research (MUSIC 999).

**Doctoral Performance and Research**

This body of work, comprising degree recitals and the DMA Research Project, is the core of the DMA degree.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 With the MUSIC 799 Independent Work option, additional credits may be comprised of DANCE 560 Current Topics in Dance: Workshop
DMA Research Project, is the core of the DMA degree. This body of work, comprising degree recitals and the Doctoral Performance and Research Project (MUSIC 999), may include both degree recitals (MUS PERF 999) and for exactly three research-related credits is required. After preliminary examinations continuous registration is required for that recital semester.

### String Performance Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 731</td>
<td>Doctoral Level-Violin</td>
<td>4</td>
</tr>
<tr>
<td>MUS PERF 733</td>
<td>Doctoral Level-Viola</td>
<td>4</td>
</tr>
<tr>
<td>MUS PERF 735</td>
<td>Doctoral Level-Cello</td>
<td>4</td>
</tr>
</tbody>
</table>

### Reference and Research Materials

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC/LIS 619</td>
<td>Music Research Methods and Materials</td>
</tr>
</tbody>
</table>

### Musicology and Music Theory Courses

6 recitals are required: 1 sonata recital, 1 string chamber recital, 1 chamber music recital with piano, 1 concerto or unaccompanied recital, these before preliminary examinations; after preliminary examinations, 1 lecture-recital and 1 final solo recital.

Enroll for each recital as a separate 1-credit course.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 999</td>
<td>DMA Recital</td>
<td>3</td>
</tr>
</tbody>
</table>

### Vocal Performance Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 705</td>
<td>Doctoral Level-Voice</td>
<td>4</td>
</tr>
</tbody>
</table>

### Other Courses in the Major

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 792</td>
<td>Seminar in Vocal Literature</td>
</tr>
<tr>
<td>MUSIC 749</td>
<td>Seminar in Vocal Techniques</td>
</tr>
<tr>
<td>MUSIC 467 &amp; MUSIC 468</td>
<td>Language Diction for Singing I &amp; Language Diction for Singing II</td>
</tr>
</tbody>
</table>

### Language Proficiency

One foreign language at intermediate level reading knowledge. French or German preferred. See Mead Witter School of Music Graduate Handbook for details on meeting the Foreign Language Proficiency.

### Preliminary Examinations

Preliminary Examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab or, for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

After preliminary examinations continuous registration for exactly three research-related credits is required. This may include both degree recitals (MUS PERF 999) and Research (MUSIC 999).

### Doctoral Performance and Research

This body of work, comprising degree recitals and the DMA Research Project, is the core of the DMA degree.

1. **Recitals**

   - 6 recitals are required: 1 sonata recital, 1 string chamber recital, 1 chamber music recital with piano, 1 concerto or unaccompanied recital, these before preliminary examinations; after preliminary examinations, 1 lecture-recital and 1 final solo recital.
   - Enroll for each recital as a separate 1-credit course.
   - MUS PERF 999 DMA Recital

2. **DMA Research Project**

   - Enroll in 1-3 credits to bring course load total to 3 credits.

### Oral Defense

The oral defense is to be scheduled with the Doctoral Performance and Research Committee after ALL WORK is complete.

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. For DMA students majoring in String Bass, consult the director of graduate studies on the course number.
Students should note that the course credits as described above total 50 at minimum (including 4 recitals). Up to one additional credit (including recitals and DMA Research Project) may be needed to earn the degree minimum of 51 credits.

Doctoral Performance and Research
This body of work, comprising degree recitals and the DMA Research Project, is the core of the DMA degree.

1. Performance
6 performance credits are required. 4 of the credits may be satisfied with the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 999</td>
<td>DMA Recital (minimum 2 performances, maximum 4)</td>
<td>1</td>
</tr>
<tr>
<td>MUSIC 556</td>
<td>University Opera (a major opera role)</td>
<td>2</td>
</tr>
<tr>
<td>MUSIC 556</td>
<td>University Opera (secondary opera role)</td>
<td>1</td>
</tr>
<tr>
<td>MUS PERF 999</td>
<td>DMA Recital (major oratorio role)</td>
<td>1</td>
</tr>
</tbody>
</table>

Remaining required performances follow the preliminary examinations:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 999</td>
<td>DMA Recital (lecture-recital)</td>
<td>1</td>
</tr>
<tr>
<td>MUS PERF 999</td>
<td>DMA Recital (final solo recital, prepared independently)</td>
<td>1</td>
</tr>
</tbody>
</table>

2. DMA Research Project
Enroll in 1-3 credits to bring course load total to 3 credits.

Oral Defense
The oral defense is to be scheduled with the Doctoral Performance and Research Committee after ALL WORK is complete.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 MUSIC 346 Repertoire or equivalent is a prerequisite for this course. Consult the graduate office or the voice faculty for information on the schedule for planned offerings of this course.

3 Consult the graduate office or the voice faculty for information on the schedule for planned offerings of this course.

4 Approval by the director of opera and voice area is required.

Wind Conducting Track 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral Level Conducting Applied Study</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>4 semesters, 2 credits each semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUS PERF 732</td>
<td>Doctoral Level Conducting</td>
<td></td>
</tr>
</tbody>
</table>

Choral Conducting

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 553</td>
<td>Advanced Conducting Seminar or MUSIC 554 Advanced Conducting</td>
<td>2</td>
</tr>
</tbody>
</table>

Reference and Research Materials

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC/LIS 619</td>
<td>Music Research Methods and Materials</td>
<td>3</td>
</tr>
</tbody>
</table>

Musicology and Music Theory Courses
At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

For a summary of the courses eligible for this requirement refer to the last table on this page: DMA: Courses Qualifying for Musicology and Music Theory Requirement

<table>
<thead>
<tr>
<th>Doctoral Minor</th>
<th>9-12</th>
</tr>
</thead>
<tbody>
<tr>
<td>9-12 credits in a field other than the major specialty. See the Doctoral Minors page or the Mead Witter School of Music Graduate Handbook for details.</td>
<td></td>
</tr>
</tbody>
</table>

Language Study
One foreign language at intermediate level reading knowledge. French or German preferred. See Mead Witter School of Music Graduate Handbook for details on meeting the Foreign Language Proficiency.

Students should note that the course credits as described above total 35 at minimum (including 4 recitals). Up to an additional 16 credits (including recitals and DMA research project) may be needed to earn the degree minimum of 51 credits.

Preliminary Examinations
Preliminary Examinations occur in the semester all of the above requirements are fulfilled. See the Policies tab or, for full information on policies and procedures, the Mead Witter School of Music Graduate Handbook for full information.

After preliminary examinations continuous registration for exactly three research-related credits is required.

Doctoral Performance and Research
This body of work, comprising degree recitals and the DMA Research Project, is the core of the DMA degree.

1. Recitals
5 recitals are required. The major professor will set specific expectations and parameters for the recitals. 4 recitals are typically performed prior to preliminary examinations.

Enroll for each recital as a separate 1-credit course.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 999</td>
<td>DMA Recital</td>
<td></td>
</tr>
</tbody>
</table>

2. DMA Research Project
Enroll in 1-3 credits to bring course load total to 3 credits.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 999</td>
<td>PhD Diss/DMA Project</td>
<td></td>
</tr>
</tbody>
</table>

Oral Defense
The oral defense is to be scheduled with the Doctoral Performance and Research Committee after ALL WORK is complete.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Woodwind Performance Track 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral Level Instrument Applied Study</td>
<td>16</td>
<td></td>
</tr>
<tr>
<td>4 semesters, 4 credits each semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUS PERF 707</td>
<td>Doctoral Level-Flute</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 709</td>
<td>Doctoral Level-Oboe</td>
<td></td>
</tr>
</tbody>
</table>
These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### DMA Courses Qualifying for Musicology and Music Theory Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>This list of approved courses is valid for all DMA major tracks EXCEPT Composition. Refer to the Requirements table, Composition track for details.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>For all DMA programs 9 credits of Musicology and Music Theory courses are required. These courses must be taken at UW-Madison. Previous coursework at another institution cannot substitute for any part of this 9-credit requirement.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Musicology Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eligible musicology courses include the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC 400</td>
<td>Musical Cultures of the World</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC/FOLKLORE 401</td>
<td>Musical Cultures of the World</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC/FOLKLORE 402</td>
<td>Musical Cultures of the World</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 405</td>
<td>Seminar: Cultural Study of Music</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 411</td>
<td>Survey of Music in the Middle Ages</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Renaissance</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 413</td>
<td>Survey of Music in the Baroque Era</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 414</td>
<td>Survey of Music in the Classic Era</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 415</td>
<td>Survey of Music in the Romantic Era</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 416</td>
<td>Survey of Music in the Twentieth Century</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 419</td>
<td>Music in the United States</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (topic approval by musicology faculty required)</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC/FOLKLORE 515</td>
<td>Proseminar in Ethnomusicology</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 822</td>
<td>Historical Music Theories 2</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 911</td>
<td>Seminar in Musicology</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 923</td>
<td>Seminar in Notation</td>
<td>3</td>
</tr>
<tr>
<td>Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Music Theory Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eligible music theory courses include the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC 331</td>
<td>Jazz Improvisation</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (topic approval by music theory faculty required)</td>
<td>1-3</td>
</tr>
<tr>
<td>MUSIC 523</td>
<td>Orchestration I</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 621</td>
<td>Renaissance Polyphony</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 622</td>
<td>Baroque Counterpoint</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 623</td>
<td>Form and Analysis</td>
<td>2-3</td>
</tr>
</tbody>
</table>
Music: Performance, DMA

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

No more than 6 credits may be approved for graduate coursework taken at other institutions.

UW–Madison Undergraduate

The Graduate School allows departments to review requests to count up to 7 credits of undergraduate work at UW–Madison toward graduate program requirements, but this is rarely approved by the School of Music faculty.

UW–Madison University Special

Some students may have completed coursework at 300-level or above at UW–Madison as a Special Student; with program approval coursework so taken may be considered to fulfill up to 6 credits of graduate program requirements. However the Graduate School mandates that fees be paid in these cases.

PROBATION

DMA Students who fail to make satisfactory progress in any of the following four areas: Grades, Course Load, Time Constraints, or Exams will be notified in writing by the DGS. At the end of the second semester of failing to make satisfactory progress the student is placed on Probation effective the next semester. This action suspends financial aid (but does not affect loans or work-study). See details in the Satisfactory Progress for Doctoral Students (http://uwsom.wpengine.com/wp-content/uploads/2014/05/DoctoralSatisfactoryProgressDocument.pdf).

ADVISOR / COMMITTEE

All programs provide for faculty from several disciplines to follow the student’s progress through the degree, provide mentorship along the way, and assess the student’s success in reaching expected learning outcomes. Committee structures differ among degrees and majors.

DMA students have a doctoral performance and research committee. This group of four faculty follows the student’s work throughout the degree work, evaluating degree recitals as well as the doctoral research project. The committee also serves as the examination committee. The DPRC is comprised of the major professor and at least three others, two of whom must be graduate faculty and one of whom must be from a program that is not the major.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Graduate students in DMA or Ph.D. programs are allowed a maximum of four calendar years from the date entering the program to complete all course work requirements and successfully pass the preliminary examinations. The candidate must complete the dissertation (Ph.D.) or doctoral performance and research (DMA) within five years after passing the preliminary examinations.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

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**LEARNING OUTCOMES**

1. Produces public performances of cohesive programs of music in which original ideas are communicated clearly and energetically.
2. Creates compositions and/or performances that clearly reflect well-developed original musical ideas.
3. Applies deep knowledge of technique, style, and cultural contexts to performance or creation of music.
4. Effectively expresses ideas both verbally and in writing so as to foster understanding among colleagues.
5. Demonstrates breadth within learning experience in an area of study outside the principal field of performance or composition.
6. Fosters ethical and professional conduct both in individual creative work and in collaborative endeavors.

**MUSIC: PERFORMANCE, M.M.**

The mission of the Mead Witter School of Music is:

• to provide a rich, integrated program of undergraduate and graduate education that promotes the highest levels of professional, creative, and scholarly development while challenging students to achieve their greatest potential;

• to cultivate an environment that inspires creativity, stimulates intellectual curiosity, and fosters critical thinking; and

• to serve the university community, the public, and the profession through performance, composition, scholarship, music education, outreach, and engagement.

The Mead Witter School of Music enriches students’ educational experience by hosting guest artists and scholars for master classes, recitals, colloquia, seminars, and festivals. Its performing organizations and ensembles perform more than 350 recitals and concerts every year, making a significant contribution to the cultural life of the university and the wider Madison community.

Mead Witter School of Music views its goals and objectives as complementary to those of the University of Wisconsin—Madison, which include "to provide an environment in which faculty and students can discover, examine critically, preserve and transmit the knowledge, wisdom and values that will help ensure the survival of the present and future generations with improvement in the quality of life."

The University of Wisconsin—Madison School of Music is accredited by the National Association of Schools of Music (NASM), and has been an institutional member of NASM since 1966.

**DEGREES AND MAJORS**

The master of music in music: performance is offered with majors in brass; composition; guitar; percussion; piano performance; collaborative piano; piano performance and pedagogy; organ; string performance; vocal performance; opera; woodwinds; multiple woodwinds; choral conducting; orchestral conducting; wind conducting.

A double master’s degree with the Information School is also offered.

After completing their degree, some master’s degree students may be interested in application to the DMA (doctor of musical arts) program. Entrance to the DMA program is upon recommendation of the faculty of the relevant performance area and usually requires an audition. No new application to the Graduate School or to the Mead Witter School of Music is required.

The DMA and the Ph.D. are the highest degrees conferred by the Mead Witter School of Music. The DMA is granted for evidence of general proficiency and distinctive attainment in a specialized field of performance. The student’s ability in independent investigation is
demonstrated through a series of recitals and in a final project presenting original research or creative scholarship.

Master’s degrees require a minimum of 30 credits. Each degree track varies slightly, and details are provided in the course lists available through the Requirements tab. Contact the Mead Witter School of Music graduate office, gradadmissions@music.wisc.edu, for complete explanations of the M.M. – music: performance degree.

The M.M. – music performance degree offers tracks for many major specialties, instrumental and vocal. Faculty members in the appropriate area designate a major professor for each new student the first semester of enrollment. Whenever possible the faculty strive to match the student with the major professor if the applicant to the program has indicated a preference.

Students normally take four semesters (two calendar years) to complete the degree requirements, including the final recital. There are two committees of faculty that assess the student’s achievement of learning outcomes: the recital committee and the examination committee. The student consults with the major professor to determine the membership of the recital committee. The examination committee administers the comprehensive examination in the final semester in which the student fulfills course requirements. More details are accessible through the Policies (p. 1295) tab or in the Mead Witter School of Music Graduate Handbook (https://www.music.wisc.edu/wp-content/uploads/2020/02/SOM-Grad-Handbook-1.pdf), which lists all academic policies and procedures in music graduate programs. All students need to be familiar with the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/).

Mentoring of students is of prime importance to faculty members at Mead Witter School of Music. The faculty advisor and the director of graduate studies both guide the student’s course planning. While each faculty member has a unique style, every student can be assured of abundant time working closely with more than one mentor in addition to the advisor during the course of a UW–Madison degree program. Take some time to access the Overview tab and review the Mead Witter School of Music mission statement, as well as the information available through the Learning Outcomes (p. 1296) tab. These offer a glimpse of the values shared among the faculty and staff.

## ADMISSIONS

Please consult the table below for key information about this degree program’s requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>

### English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency). Every international student from a non-English speaking country must submit a TOEFL score of 85 or higher. The Mead Witter School of Music does NOT waive the TOEFL requirement for students who have completed a degree at an American university.

<table>
<thead>
<tr>
<th>Other Test(s) (e.g., GMAT, MCAT)</th>
<th>n/a</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Minimum admission requirements of the Graduate School apply to all applicants for graduate study in music. The Mead Witter School of Music has additional requirements. Applicants should have a bachelor’s degree in music or equivalent foundational course work as required by each area of study. An undergraduate GPA of 3.0 (on a 4.0 scale, calculated on the last 60 credit hours) is necessary for full admission. The M.M. program involves substantial academic work and requires excellent reading, writing, and speaking skills. Therefore, all international students are required to submit a TOEFL score. See the Mead Witter School of Music graduate admissions website (http://www.music.wisc.edu/admissions/graduate/) for information on minimum score requirements. The Mead Witter School of Music does not waive the TOEFL score requirement for students who have completed a degree at an American university. Typically, performance applicants are required to audition in person. For details on specific audition requirements and additional application materials, visit the School of Music graduate admissions website (http://www.music.wisc.edu/admissions/graduate/).

### FUNDING

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

Through the generosity of Paul J. Collins, the Mead Witter School of Music is the recipient of a substantial fellowship fund which, in combination with the Graduate School and UW Foundation, allows the school to offer multiple-year funding to the highest quality graduate students in performance. The Collins fellowships, along with The Lorna Wendt and Anonymous Fund Fellowships for Choral and Voice students, are offered as Wisconsin Distinguished Fellowships and provide full tuition and fees, a generous stipend, additional funds, and comprehensive health care. Nomination by a performance faculty member—usually following an on-site audition—is required for consideration.

The Mead Witter School of Music also offers teaching and project assistantships in music history, music theory, piano, conducting, voice, and other performance areas. These positions offer tuition remission...
plus a salary and health care benefits. In addition, the Mead Witter School of Music selects qualified applicants for the Chancellor’s Fellowship, University Fellowship, and Advanced Opportunity Fellowship. The UW–Madison Office of Student Financial Aid assists students in obtaining general grants and loans. All Mead Witter School of Music students who receive funding are required to enroll full-time with 8–12 graduate credits.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements**

**Detail**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
</tbody>
</table>

**Minimum Graduate Coursework Requirement**

Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide (https://registrar.wisc.edu/course-guide)/).

**Overall Graduate GPA Requirement**

3.25 GPA required.

**Other Grade Requirements**

Graduate students at UW–Madison must meet expectations for satisfactory progress toward completion of the degree while enrolled. In School of Music graduate programs, a graduate student must maintain a cumulative grade point average (GPA) of 3.25. Even though grades below B do not count for graduate credit toward the degree, those grades are included in computation of the GPA.

In the first semester in which the cumulative GPA falls below 3.25 the director of graduate studies will notify the student in writing. After a second semester in which the GPA remains below 3.25 the student will be placed on probation for the next semester enrolled. This action suspends all financial aid awards through UW–Madison, though loans and work-study are not affected. Failure to raise the GPA to 3.25 or above in the probation semester results in the student’s withdrawal from the Graduate School and from the School of Music program.

To maintain satisfactory progress School of Music students on UW–Madison funding (teaching assistants, project assistants, fellows, and scholarship recipients) must maintain full-time status. A student’s satisfactory progress is also in jeopardy should a major project or recital be judged incomplete or deficient. Failure of one or more parts of the comprehensive examinations, preliminary examinations, or final defense is also considered a lapse in satisfactory progress.

**Assessments and Examinations**

In addition to evaluations in individual classes, School of Music programs examine graduate students at defined points in their career.

**Language Requirements**

All School of Music doctoral programs require proficiency at the intermediate level in at least one foreign language. The Historical Musicology track requires proficiency in German. Foreign language proficiency assures that the student has the tools needed to pursue comprehensive research in the major field. Details on foreign language requirements and ways to fulfill proficiency expectations are outlined in the course lists available through the Requirements tab for each degree. This information is also available in the advising worksheets for each degree major track.

**REQUIRED COURSES**

The following chart outlines the course requirements for all of the available M.M.–music performance degrees. Note that each one has particular requirements, and that the total credits vary among majors. Important academic policy information is available through the Policies tab, in the Mead Witter School of Music Graduate Handbook (http://www.music.wisc.edu/wp-content/uploads/2014/05/SOM-Graduate-Handbook-Booklet-jrdev-2.pdf), and in the Graduate School’s Academic Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/). You may direct any questions about the coursework or required proficiencies to the Mead Witter School of Music graduate admissions office, gradadmissions@music.wisc.edu.
### Brass Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 517</td>
<td>Masters Level-Horn</td>
<td>8</td>
</tr>
<tr>
<td>MUS PERF 519</td>
<td>Masters Level-Trumpet</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 521</td>
<td>Masters Level-Trombone</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 523</td>
<td>Masters Level-Euphonium</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 525</td>
<td>Masters Level-Tuba</td>
<td></td>
</tr>
</tbody>
</table>

#### Master's Recital

Enroll in this course in place of Applied Study in the recital semester.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 990</td>
<td>Masters Recital</td>
<td>4</td>
</tr>
</tbody>
</table>

#### Ensemble

Enroll in an ensemble every semester.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 567</td>
<td>Advanced Ensemble-Brass 3</td>
<td></td>
</tr>
<tr>
<td>MUSIC 573</td>
<td>Contemporary Chamber Ensemble</td>
<td></td>
</tr>
<tr>
<td>MUSIC 565</td>
<td>Advanced Ensemble-Woodwind</td>
<td></td>
</tr>
</tbody>
</table>

#### Organizations

2 semesters, 1 credit each

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 570</td>
<td>University Symphony Orchestra</td>
<td></td>
</tr>
<tr>
<td>MUSIC 571</td>
<td>Chamber Orchestra</td>
<td></td>
</tr>
<tr>
<td>MUSIC 574</td>
<td>Wind Ensemble</td>
<td></td>
</tr>
<tr>
<td>MUSIC 576</td>
<td>Concert Band</td>
<td></td>
</tr>
</tbody>
</table>

#### Instrumental Literature

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 798</td>
<td>Seminar-Instrumental Literature 4</td>
<td></td>
</tr>
</tbody>
</table>

#### Musicology and Music Theory

9 credits must be earned at UW-Madison.

Eligible musicology courses include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 400</td>
<td>Musical Cultures of the World</td>
<td></td>
</tr>
<tr>
<td>MUSIC/ FOLKLORE 401</td>
<td>Musical Cultures of the World</td>
<td></td>
</tr>
<tr>
<td>MUSIC 405</td>
<td>Seminar: Cultural Study of Music</td>
<td></td>
</tr>
<tr>
<td>MUSIC 411</td>
<td>Survey of Music in the Middle Ages</td>
<td></td>
</tr>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Renaissance</td>
<td></td>
</tr>
<tr>
<td>MUSIC 413</td>
<td>Survey of Music in the Baroque Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 414</td>
<td>Survey of Music in the Classic Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 415</td>
<td>Survey of Music in the Romantic Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 416</td>
<td>Survey of Music in the Twentieth Century</td>
<td></td>
</tr>
<tr>
<td>MUSIC 419</td>
<td>Music in the United States</td>
<td></td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (if topic approved by musicology faculty)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
<td></td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
<td></td>
</tr>
<tr>
<td>MUSIC 911</td>
<td>Seminar in Musicology</td>
<td></td>
</tr>
<tr>
<td>MUSIC/ FOLKLORE 915</td>
<td>Seminar in Ethnomusicology</td>
<td></td>
</tr>
<tr>
<td>MUSIC 923</td>
<td>Seminar in Notation</td>
<td></td>
</tr>
<tr>
<td>MUSIC 331</td>
<td>Jazz Improvisation (one semester)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (approval of topic by music theory faculty required)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 523</td>
<td>Orchestration I</td>
<td></td>
</tr>
<tr>
<td>MUSIC 524</td>
<td>Orchestration II</td>
<td></td>
</tr>
<tr>
<td>MUSIC 621</td>
<td>Renaissance Polyphony</td>
<td></td>
</tr>
<tr>
<td>MUSIC 622</td>
<td>Baroque Counterpoint</td>
<td></td>
</tr>
<tr>
<td>MUSIC 623</td>
<td>Form and Analysis</td>
<td></td>
</tr>
<tr>
<td>MUSIC 624</td>
<td>Form and Analysis II</td>
<td></td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1</td>
<td></td>
</tr>
<tr>
<td>MUSIC 822</td>
<td>Historical Music Theories 2</td>
<td></td>
</tr>
<tr>
<td>MUSIC 823</td>
<td>Schenkerian Analysis</td>
<td></td>
</tr>
<tr>
<td>MUSIC 824</td>
<td>Post-tonal Analysis</td>
<td></td>
</tr>
<tr>
<td>MUSIC 921</td>
<td>Current Issues in Musical Thought 1</td>
<td></td>
</tr>
<tr>
<td>MUSIC 925</td>
<td>Topics in Music Analysis 1</td>
<td></td>
</tr>
<tr>
<td>MUSIC 926</td>
<td>Topics in Music Analysis 2</td>
<td></td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
<td></td>
</tr>
</tbody>
</table>

### Elective Courses

With advisor approval, choose courses in the School of Music at 300 level or above.

For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 799</td>
<td>Independent Work (two credits)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 567</td>
<td>Advanced Ensemble-Brass 1 (1 credit)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 923</td>
<td>Seminar in Notation</td>
<td></td>
</tr>
<tr>
<td>MUSIC 331</td>
<td>Jazz Improvisation (one semester)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (approval of topic by music theory faculty required)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 523</td>
<td>Orchestration I</td>
<td></td>
</tr>
<tr>
<td>MUSIC 524</td>
<td>Orchestration II</td>
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<tr>
<td>MUSIC 621</td>
<td>Renaissance Polyphony</td>
<td></td>
</tr>
<tr>
<td>MUSIC 622</td>
<td>Baroque Counterpoint</td>
<td></td>
</tr>
<tr>
<td>MUSIC 623</td>
<td>Form and Analysis</td>
<td></td>
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<td>Form and Analysis II</td>
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<td>Historical Music Theories 1</td>
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</tr>
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<td>Post-tonal Analysis</td>
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<tr>
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<td>Current Issues in Musical Thought 1</td>
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</tr>
<tr>
<td>MUSIC 925</td>
<td>Topics in Music Analysis 1</td>
<td></td>
</tr>
<tr>
<td>MUSIC 926</td>
<td>Topics in Music Analysis 2</td>
<td></td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
<td></td>
</tr>
</tbody>
</table>

### Total Credits

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total</td>
<td>30</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Other courses do not fulfill this requirement unless first approved by the Brass area faculty. Each ensemble may be taken for two semesters.

3 Sections of this course that are eligible include: Brass Quintet, Horn Choir, Tuba Quartet/Ensemble, Trumpet Ensemble, Trombone Choir/Quartet. Each ensemble may be taken for two semesters. Note that the courses MUSIC 573 Contemporary Chamber Ensemble and MUSIC 565 Advanced Ensemble-Woodwind may also fulfill this requirement. Other courses do not fulfill this requirement unless first approved by the Brass area faculty.

4 MUSIC 799 Independent Work (two credits) or two semesters of MUSIC 567 Advanced Ensemble-Brass (1 credit) may also be eligible, with approval of major professor.

5 Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.

6 Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.
### Other Required Major Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 553</td>
<td>Advanced Conducting Seminar (3 semesters required)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 541</td>
<td>Seminar in Choral Literature (2 semesters required)</td>
<td></td>
</tr>
</tbody>
</table>

### Recital

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 990</td>
<td>Masters Recital</td>
<td>1</td>
</tr>
</tbody>
</table>

### Musicology and Music Theory

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

Eligible musicology courses include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 400</td>
<td>Musical Cultures of the World</td>
<td></td>
</tr>
<tr>
<td>MUSIC FOLKLORE 401</td>
<td>Musical Cultures of the World</td>
<td></td>
</tr>
<tr>
<td>MUSIC 405</td>
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<td>MUSIC 411</td>
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<td></td>
</tr>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Renaissance</td>
<td></td>
</tr>
<tr>
<td>MUSIC 413</td>
<td>Survey of Music in the Baroque Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 414</td>
<td>Survey of Music in the Classic Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 415</td>
<td>Survey of Music in the Romantic Era</td>
<td></td>
</tr>
<tr>
<td>MUSIC 416</td>
<td>Survey of Music in the Twentieth Century</td>
<td></td>
</tr>
<tr>
<td>MUSIC 419</td>
<td>Music in the United States</td>
<td></td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (approval of topic by musicology faculty required)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
<td></td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
<td></td>
</tr>
<tr>
<td>MUSIC FOLKLORE 515</td>
<td>Proseminar in Ethnomusicology</td>
<td></td>
</tr>
<tr>
<td>MUSIC 911</td>
<td>Seminar in Musicology</td>
<td></td>
</tr>
<tr>
<td>MUSIC FOLKLORE 915</td>
<td>Seminar in Ethnomusicology</td>
<td></td>
</tr>
<tr>
<td>MUSIC 923</td>
<td>Seminar in Notation</td>
<td></td>
</tr>
</tbody>
</table>

Eligible music theory courses include the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 331</td>
<td>Jazz Improvisation</td>
<td></td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (approval of topic by music theory faculty required)</td>
<td></td>
</tr>
<tr>
<td>MUSIC 523</td>
<td>Orchestration I</td>
<td></td>
</tr>
<tr>
<td>MUSIC 524</td>
<td>Orchestration II</td>
<td></td>
</tr>
<tr>
<td>MUSIC 621</td>
<td>Renaissance Polyphony</td>
<td></td>
</tr>
<tr>
<td>MUSIC 622</td>
<td>Baroque Counterpoint</td>
<td></td>
</tr>
<tr>
<td>MUSIC 623</td>
<td>Form and Analysis</td>
<td></td>
</tr>
<tr>
<td>MUSIC 624</td>
<td>Form and Analysis II</td>
<td></td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1</td>
<td></td>
</tr>
<tr>
<td>MUSIC 822</td>
<td>Historical Music Theories 2</td>
<td></td>
</tr>
<tr>
<td>MUSIC 823</td>
<td>Schenkerian Analysis</td>
<td></td>
</tr>
<tr>
<td>MUSIC 824</td>
<td>Post-tonal Analysis</td>
<td></td>
</tr>
</tbody>
</table>

### Music Theory and Composition

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 921</td>
<td>Current Issues in Musical Thought 1</td>
<td></td>
</tr>
<tr>
<td>MUSIC 925</td>
<td>Topics in Music Analysis 1</td>
<td></td>
</tr>
<tr>
<td>MUSIC 926</td>
<td>Topics in Music Analysis 2</td>
<td></td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
<td></td>
</tr>
</tbody>
</table>

Elective courses 4

Choose any courses in the School of Music at 300 level or above.

For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

### Collaborative Piano Track

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.

3. Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 542</td>
<td>Advanced Accompanying</td>
<td>8</td>
</tr>
</tbody>
</table>

4 semesters minimum, 2 credits each semester:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 990</td>
<td>Masters Recital</td>
<td>2</td>
</tr>
</tbody>
</table>

### Vocal and Instrumental Accompanying

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 342</td>
<td>Piano Accompanying Lab (2 semesters required)</td>
<td>8-11</td>
</tr>
<tr>
<td>MUSIC 796</td>
<td>Seminar in Duo Sonata Literature</td>
<td></td>
</tr>
</tbody>
</table>

For emphasis in Vocal Accompanying the following three courses are required:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 467</td>
<td>Language Diction for Singing I</td>
<td></td>
</tr>
<tr>
<td>MUSIC 468</td>
<td>Language Diction for Singing II</td>
<td></td>
</tr>
<tr>
<td>MUSIC 557</td>
<td>Opera Workshop</td>
<td></td>
</tr>
</tbody>
</table>

### Vocal Literature

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 346</td>
<td>Repertoire (Vocal Repertoire, 2 credits)</td>
<td>2</td>
</tr>
</tbody>
</table>

For emphasis in Instrumental Accompanying the following two courses are required:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 466</td>
<td>Diction for Singers</td>
<td></td>
</tr>
<tr>
<td>MUSIC 555</td>
<td>Advanced Ensemble-Woodwind</td>
<td></td>
</tr>
<tr>
<td>MUSIC 567</td>
<td>Advanced Ensemble-Brass</td>
<td></td>
</tr>
<tr>
<td>MUSIC 568</td>
<td>Advanced Ensemble-Percussion</td>
<td></td>
</tr>
<tr>
<td>MUSIC 569</td>
<td>Advanced Ensemble-String</td>
<td></td>
</tr>
</tbody>
</table>
Musicology and Music Theory Courses

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

Eligible musicology courses include the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 400</td>
<td>Musical Cultures of the World</td>
</tr>
<tr>
<td>MUSIC/FOLKLORE 401</td>
<td>Musical Cultures of the World</td>
</tr>
<tr>
<td>MUSIC 405</td>
<td>Seminar: Cultural Study of Music</td>
</tr>
<tr>
<td>MUSIC 411</td>
<td>Survey of Music in the Middle Ages</td>
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<td>MUSIC 412</td>
<td>Survey of Music in the Renaissance</td>
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<td>MUSIC 413</td>
<td>Survey of Music in the Baroque Era</td>
</tr>
<tr>
<td>MUSIC 414</td>
<td>Survey of Music in the Classic Era</td>
</tr>
<tr>
<td>MUSIC 415</td>
<td>Survey of Music in the Romantic Era</td>
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<tr>
<td>MUSIC 419</td>
<td>Music in the United States</td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (topic approved by musicology faculty)</td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
</tr>
<tr>
<td>MUSIC/FOLKLORE 515</td>
<td>Proseminar in Ethnomusicology</td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1</td>
</tr>
<tr>
<td>MUSIC 822</td>
<td>Historical Music Theories 2</td>
</tr>
<tr>
<td>MUSIC 911</td>
<td>Seminar in Ethnomusicology</td>
</tr>
<tr>
<td>MUSIC/FOLKLORE 915</td>
<td>Seminar in Ethnomusicology</td>
</tr>
<tr>
<td>MUSIC 923</td>
<td>Seminar in Notation</td>
</tr>
</tbody>
</table>

Eligible music theory courses include the following:

<table>
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<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
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<td>Jazz Improvisation</td>
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<td>Orchestration I</td>
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<tr>
<td>MUSIC 621</td>
<td>Renaissance Polyphony</td>
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<td>MUSIC 824</td>
<td>Post-tonal Analysis</td>
</tr>
<tr>
<td>MUSIC 921</td>
<td>Current Issues in Musical Thought 1</td>
</tr>
<tr>
<td>MUSIC 925</td>
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</tr>
<tr>
<td>MUSIC 926</td>
<td>Topics in Music Analysis 2</td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
</tr>
</tbody>
</table>

Elective courses

With advisor approval, choose courses in the School of Music at 300 level or above.

For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

Total Credits 30-33

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2. This course requirement is waived for students with a TA or PA appointment in accompanying.
3. Contact the graduate office or the voice faculty for information on the schedule for planned offerings of these courses.
4. Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.
5. Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.
6. Elective course credits should bring the total number of School of Music course credits to a minimum of 30.

Composition Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 547</td>
<td>Masters Level Composition</td>
<td>9</td>
</tr>
<tr>
<td>MUS PERF 548</td>
<td>Masters Level Composition</td>
<td></td>
</tr>
</tbody>
</table>

Attendance at Composition Master Class is required of students enrolled in Master's-Level Composition.

Thesis–Composition (Project)

To be taken in the final semester of study, after three semesters of the above composition courses are completed. Attendance at Composition Master Class is required of composition majors enrolled in Master's Thesis.

Courses in Musicology

Eligible musicology courses include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 411</td>
<td>Survey of Music in the Middle Ages</td>
</tr>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Renaissance</td>
</tr>
<tr>
<td>MUSIC 413</td>
<td>Survey of Music in the Baroque Era</td>
</tr>
<tr>
<td>MUSIC 414</td>
<td>Survey of Music in the Classic Era</td>
</tr>
<tr>
<td>MUSIC 415</td>
<td>Survey of Music in the Romantic Era</td>
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<tr>
<td>MUSIC 416</td>
<td>Survey of Music in the Twentieth Century</td>
</tr>
<tr>
<td>MUSIC 419</td>
<td>Music in the United States</td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (approval of topic by musicology faculty required)</td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
</tr>
<tr>
<td>MUSIC 911</td>
<td>Seminar in Ethnomusicology</td>
</tr>
<tr>
<td>MUSIC 923</td>
<td>Seminar in Notation</td>
</tr>
</tbody>
</table>

Courses in Music Theory

Eligible music theory courses include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 331</td>
<td>Jazz Improvisation</td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (approval of topic by music theory faculty required)</td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
</tr>
<tr>
<td>MUSIC 911</td>
<td>Seminar in Ethnomusicology</td>
</tr>
<tr>
<td>Code</td>
<td>Title</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music</td>
</tr>
<tr>
<td>MUSIC 621</td>
<td>Renaissance Polyphony</td>
</tr>
<tr>
<td>MUSIC 622</td>
<td>Baroque Counterpoint</td>
</tr>
<tr>
<td>MUSIC 623</td>
<td>Form and Analysis</td>
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<tr>
<td>MUSIC 624</td>
<td>Form and Analysis II</td>
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<td>MUSIC 821</td>
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</tr>
<tr>
<td>MUSIC 921</td>
<td>Current Issues in Musical Thought 1</td>
</tr>
<tr>
<td>MUSIC 925</td>
<td>Topics in Music Analysis 1</td>
</tr>
<tr>
<td>MUSIC 926</td>
<td>Topics in Music Analysis 2</td>
</tr>
<tr>
<td></td>
<td><strong>Composition Electives</strong></td>
</tr>
<tr>
<td>MUSIC 523</td>
<td>Orchestration I</td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition (topics course; may be repeated for credit)</td>
</tr>
</tbody>
</table>

For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Total Credits</strong></td>
<td><strong>30</strong></td>
</tr>
</tbody>
</table>

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.

3. Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.

4. Other courses may be eligible for this requirement, by approval of the major professor.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Guitar Track</strong></td>
<td></td>
</tr>
<tr>
<td>Code</td>
<td>Title</td>
<td></td>
</tr>
<tr>
<td>Master's Level Guitar Applied Study</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>2 semesters, 4 credits each semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUS PERF 540</td>
<td>Masters Level-Guitar</td>
<td></td>
</tr>
<tr>
<td>Recital</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Enroll in this course in place of Master's Level Applied Study in the recital semester.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUS PERF 990</td>
<td>Masters Recital</td>
<td></td>
</tr>
<tr>
<td>Ensemble</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>2 semesters</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC 572</td>
<td>Advanced Ensemble-Classical Guitar</td>
<td></td>
</tr>
<tr>
<td>Musicology and Music Theory Courses</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eligible musicology courses include the following:</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>MUSIC 400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC/ FOLKLORE 401</td>
<td>Musical Cultures of the World</td>
<td></td>
</tr>
<tr>
<td>MUSIC/ FOLKLORE 402</td>
<td>Musical Cultures of the World</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 405</td>
<td>Seminar: Cultural Study of Music</td>
<td></td>
</tr>
<tr>
<td>MUSIC 411</td>
<td>Survey of Music in the Middle Ages</td>
<td></td>
</tr>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Renaissance</td>
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</tr>
<tr>
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<td>Survey of Music in the Baroque Era</td>
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<td>MUSIC 414</td>
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</tr>
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</tr>
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<td>Seminar in Notation</td>
<td></td>
</tr>
</tbody>
</table>

Eligible music theory courses include the following: 3

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
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<td>MUSIC 823</td>
<td>Schenkerian Analysis</td>
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<td>MUSIC 926</td>
<td>Topics in Music Analysis 2</td>
<td></td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
<td></td>
</tr>
</tbody>
</table>

Elective courses 7

With advisor approval, choose courses in the School of Music at 300 level or above.

For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

Total Credits 30

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.
Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.

### Multiple Woodwinds Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Major Woodwind Instrument Applied Study</strong></td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Enroll in the course corresponding to the major instrument. 2 semesters minimum, 4 credits each semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUS PERF 507</td>
<td>Masters Level-Flute</td>
<td></td>
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<tr>
<td>MUS PERF 509</td>
<td>Masters Level-Oboe</td>
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</tr>
<tr>
<td>MUS PERF 511</td>
<td>Masters Level-Clarinet</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 513</td>
<td>Masters Level-Saxophone</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 515</td>
<td>Masters Level-Bassoon</td>
<td></td>
</tr>
</tbody>
</table>

| **Secondary Instrument Applied Study** | 4       |
| 1 semester at 4 credits or 2 semesters at 2 credits, at discretion of secondary instrument professor |
| MUS PERF 407 | Advanced Flute |         |
| MUS PERF 409 | Advanced Oboe |         |
| MUS PERF 411 | Advanced Clarinet |         |
| MUS PERF 413 | Advanced Saxophone |         |
| MUS PERF 415 | Advanced Bassoon |         |

| **Recital** | 4       |
| Enroll for this course in place of Applied Study in the recital semester. |
| MUS PERF 990 | Masters Recital (four credits) |         |

| **Tertiary Instruments** | 6       |
| 3 instruments total, 2 credits of study each at 300 level. Select from the following as appropriate: |
| MUS PERF 311 | Advanced Techniques: Clarinet |         |
| MUS PERF 315 | Advanced Techniques: Bassoon |         |

| **Organizations** | 2       |
| 2 semesters total; Select from the following: |
| MUSIC 570 | University Symphony Orchestra |         |
| MUSIC 571 | Chamber Orchestra |         |
| MUSIC 574 | Wind Ensemble |         |
| MUSIC 576 | Concert Band |         |

| **Musicology and Music Theory Courses** | 9       |
| At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison. |
| Eligible musicology courses include the following: |
| MUSIC 400 | Musical Cultures of the World |         |
| MUSIC/ FOLKLORE 401 | Musical Cultures of the World |         |
| MUSIC/ FOLKLORE 402 | Musical Cultures of the World |         |
| MUSIC 405 | Seminar: Cultural Study of Music |         |
| MUSIC 411 | Survey of Music in the Middle Ages |         |
| MUSIC 412 | Survey of Music in the Renaissance |         |
| MUSIC 413 | Survey of Music in the Baroque Era |         |
| MUSIC 414 | Survey of Music in the Classic Era |         |
| MUSIC 415 | Survey of Music in the Romantic Era |         |

| MUSIC 416 | Survey of Music in the Twentieth Century |         |
| MUSIC 419 | Music in the United States |         |
| MUSIC 497 | Special Topics in Music (approval by musicology faculty required) |         |
| MUSIC 511 | Historical Performance Practices |         |
| MUSIC 513 | Survey of Opera |         |
| MUSIC/ FOLKLORE 515 | Proseminar in Ethnomusicology |         |
| MUSIC 821 | Historical Music Theories 1 |         |
| MUSIC 822 | Historical Music Theories 2 |         |
| MUSIC 911 | Seminar in Musicology |         |
| MUSIC/ FOLKLORE 915 | Seminar in Ethnomusicology |         |
| MUSIC 923 | Seminar in Notation |         |

Eligible music theory courses include the following:

| MUSIC 331 | Jazz Improvisation |         |
| MUSIC 497 | Special Topics in Music (approval by music theory faculty required) |         |
| MUSIC 523 | Orchestration I |         |
| MUSIC 621 | Renaissance Polyphony |         |
| MUSIC 622 | Baroque Counterpoint |         |
| MUSIC 623 | Form and Analysis |         |
| MUSIC 624 | Form and Analysis II |         |
| MUSIC 821 | Historical Music Theories 1 |         |
| MUSIC 822 | Historical Music Theories 2 |         |
| MUSIC 823 | Schenkerian Analysis |         |
| MUSIC 824 | Post-tonal Analysis |         |
| MUSIC 921 | Current Issues in Musical Thought 1 |         |
| MUSIC 925 | Topics in Music Analysis 1 |         |
| MUSIC 926 | Topics in Music Analysis 2 |         |
| MUSIC 927 | Seminar in Composition |         |

For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

**Total Credits:** 33

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1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2. For the Master’s Recital, 60% should be focused on the major instrument and 40% on the secondary instrument.
3. Study on flute, oboe, and saxophone is also available.
4. Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.
5. Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.
Opera Workshop  
2 semesters, 2 credits each semester  
MUSIC 557 Opera Workshop

Opera Performance  
2 
One major opera role, determined by major professor  
MUS PERF 990 Masters Recital (2 credits)

Opera Study Project with Director of Opera  
2 
MUSIC 799 Independent Work

Advanced Diction  
4  
MUSIC 467 Language Diction for Singing I  
MUSIC 468 Language Diction for Singing II

Musicology and Music Theory Courses  
9 
At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.  
Eligible musicology courses include the following:  
MUSIC 400 Musical Cultures of the World  
MUSIC/ FOLKLORE 401 Musical Cultures of the World  
MUSIC 405 Seminar: Cultural Study of Music  
MUSIC 411 Survey of Music in the Middle Ages  
MUSIC 412 Survey of Music in the Renaissance  
MUSIC 413 Survey of Music in the Baroque Era  
MUSIC 414 Survey of Music in the Classic Era  
MUSIC 415 Survey of Music in the Romantic Era  
MUSIC 416 Survey of Music in the Twentieth Century  
MUSIC 419 Music in the United States  
MUSIC 497 Special Topics in Music (topic approved by musicology faculty)  
MUSIC 511 Historical Performance Practices  
MUSIC 513 Survey of Opera  
MUSIC/ FOLKLORE 515 Proseminar in Ethnomusicology  
MUSIC 821 Historical Music Theories 1  
MUSIC 822 Historical Music Theories 2  
MUSIC 911 Seminar in Musicology  
MUSIC/ FOLKLORE 915 Seminar in Ethnomusicology  
MUSIC 923 Seminar in Notation  

Eligible music theory courses include the following:  
MUSIC 331 Jazz Improvisation  
MUSIC 497 Special Topics in Music (approval of topic by musicology faculty required)  
MUSIC 523 Orchestration I  
MUSIC 621 Renaissance Polyphony  
MUSIC 622 Baroque Counterpoint  
MUSIC 623 Form and Analysis  
MUSIC 624 Form and Analysis II  
MUSIC 821 Historical Music Theories 1  
MUSIC 823 Schenkerian Analysis  
MUSIC 824 Post-tonal Analysis  
MUSIC 921 Current Issues in Musical Thought 1  
MUSIC 925 Topics in Music Analysis 1  
MUSIC 926 Topics in Music Analysis 2  
MUSIC 927 Seminar in Composition

Elective courses  
1  
With advisor approval, choose courses in the School of Music at 300 level or above.

Language Proficiency  
Prior to graduation the voice and opera faculty must certify that a candidate has a level of proficiency in French, Italian, and German that is equivalent to successfully completing one year (two semesters) of college-level coursework. The major professor in voice and the director of opera will determine proficiency through review of prior coursework and/or proficiency examination.  
Consult the voice faculty and the director of graduate studies for information on ways in which the language proficiency requirement may be satisfied.  
For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

Total Credits  
30

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.  
2 All or part of this requirement may be waived on discretion of the voice faculty; student must have had equivalent training in prior study. The voice faculty administers a qualifying examination to determine proficiency in diction. This course sequence is offered only once every two years. Consult the graduate office or voice area faculty to plan accordingly.  
3 Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.  
4 Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.

Orchestral Conducting Track  
Code  
Conducting Applied Study  
2 semesters minimum, 4 credits each  
MUS PERF 532 Advanced Conducting  
Recital  
MUS PERF 990 Masters Recital  
Musicology and Music Theory Courses  
MUSIC 523 Orchestration I (required)  
Among the remaining 6 credits, at least one course must be in Musicology. A total of 9 credits (including MUSIC 523, required) must be earned at UW-Madison.  
Eligible musicology courses include:  
MUSIC 400 Musical Cultures of the World  
MUS/ FOLKLORE 401
### Organ Performance Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 503</td>
<td>Masters Level-Organ Applied Study</td>
<td>8</td>
</tr>
<tr>
<td>MUS PERF 990</td>
<td>Masters Recital</td>
<td>4</td>
</tr>
<tr>
<td>MUS 799</td>
<td>Independent Work</td>
<td>4</td>
</tr>
</tbody>
</table>

#### Eligible Musicology Courses

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

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<tr>
<td>MUSIC 400</td>
<td>Musical Cultures of the World</td>
</tr>
<tr>
<td>MUSIC/ FOLKLORE 401</td>
<td>Musical Cultures of the World</td>
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#### Organ Literature and Design

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<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>MUSIC 591</td>
<td>Organ Literature and Design</td>
</tr>
<tr>
<td>MUSIC 799</td>
<td>Independent Work</td>
</tr>
</tbody>
</table>

#### Elective Courses

With advisor approval, choose courses in the School of Music at 300 level or above.

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<td>MUSIC 923</td>
<td>Seminar in Composition</td>
<td>9</td>
</tr>
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</table>

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2. At the discretion of the conducting faculty, the number of credits per semester for Master's Recital may vary, but the total recital credits in the program must be 4 credits. The alternate course 660-799 may be used for this requirement as necessary.

3. Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.

4. Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.
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<tbody>
<tr>
<td>MUSIC 621</td>
<td>Renaissance Polyphony</td>
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</tr>
<tr>
<td>MUSIC 622</td>
<td>Baroque Counterpoint</td>
<td></td>
</tr>
<tr>
<td>MUSIC 623</td>
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<td>MUSIC 624</td>
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</table>

**Research Methods and Materials**

<table>
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<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>MUSIC/L I S 619</td>
<td>Music Research Methods and Materials</td>
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**Elective courses**

With advisor approval, choose courses in the School of Music at 300 level or above.

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**Total Credits**

33

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2 Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.

3 Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.

**Percussion Track**

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<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>Master's Level Percussion Applied Study</td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>2 semesters, 4 credits each semester</td>
<td></td>
<td></td>
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<tr>
<td>MUS PERF 527</td>
<td>Masters Level-Percussion</td>
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</tbody>
</table>

**Recital**

Enroll for this course in place of Master's Level Applied Study in the recital semester.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>MUS PERF 990</td>
<td>Masters Recital</td>
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</table>

**Literature**

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>MUSIC 346</td>
<td>Repertoire</td>
<td></td>
</tr>
<tr>
<td>or MUSIC 550</td>
<td>Percussion Literature</td>
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</table>

**Ensemble & Organization**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ensemble: 2 semesters required.</td>
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</tr>
<tr>
<td>MUS 568</td>
<td>Advanced Ensemble-Percussion 2</td>
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</tr>
<tr>
<td>Organization: 2 semesters required. Select from:</td>
<td></td>
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</tr>
<tr>
<td>MUSIC 570</td>
<td>University Symphony Orchestra</td>
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</tr>
<tr>
<td>MUSIC 571</td>
<td>Chamber Orchestra</td>
<td></td>
</tr>
<tr>
<td>MUSIC 574</td>
<td>Wind Ensemble</td>
<td></td>
</tr>
<tr>
<td>MUSIC 576</td>
<td>Concert Band</td>
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</table>

**Musicology and Music Theory**

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At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

Eligible musicology courses include the following:

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</tr>
<tr>
<td>MUSIC/ FOLKLORE 915</td>
<td>Seminar in Ethnomusicology</td>
<td></td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
<td></td>
</tr>
</tbody>
</table>

**Elective courses**

With advisor approval, choose courses in the School of Music at 300 level or above.
For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

Total Credits 31

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 With permission of the percussion faculty, other ensembles may substitute for MUSIC 568 Advanced Ensemble-Percussion.

3 Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.

4 Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.

**Piano Performance Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 501</td>
<td>Masters Level-Piano</td>
<td>8</td>
</tr>
</tbody>
</table>

2 semesters minimum, 4 credits each semester

**Recitals**

Enroll for these courses in place of Master’s Level Piano in the recital semesters—there are two recitals.

For the Solo Recital:

- MUS PERF 990 Masters Recital (4 credits)

For the Chamber Music Recital:

- MUSIC 990 Masters Thesis (2 credits, enrolled with major professor)
- MUS PERF 542 Advanced Accompanying (2 credits)

**Piano Pedagogy**

Select from the following courses:

- MUSIC 548 Piano Pedagogy II
- MUSIC 551 Class Piano Pedagogy
- MUSIC 751 Seminar in Piano Pedagogy (topics course; may be repeated for credit)

**Piano Literature**

Select from the following courses:

- MUSIC 791 Seminar in Piano Literature
- MUSIC 346 Repertoire
- MUSIC 796 Seminar in Duo Sonata Literature

**Musicology and Music Theory Courses**

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

Eligible musicology courses include the following:

- MUSIC 400 Musical Cultures of the World
- MUSIC/FOLKLORE 401 Musical Cultures of the World
- MUSIC/FOLKLORE 402 Musical Cultures of the World
- MUSIC 405 Seminar Cultural Study of Music
- MUSIC 411 Survey of Music in the Middle Ages
- MUSIC 412 Survey of Music in the Renaissance
- MUSIC 413 Survey of Music in the Baroque Era
- MUSIC 414 Survey of Music in the Classic Era
- MUSIC 415 Survey of Music in the Romantic Era
- MUSIC 416 Survey of Music in the Twentieth Century
- MUSIC 419 Music in the United States
- MUSIC 497 Special Topics in Music (topic approved by musicology faculty)
- MUSIC 511 Historical Performance Practices
- MUSIC 513 Survey of Opera
- MUSIC/FOLKLORE 515 Proseminar in Ethnomusicology
- MUSIC 821 Historical Music Theories 1
- MUSIC 822 Historical Music Theories 2
- MUSIC 911 Seminar in Musicology
- MUSIC/FOLKLORE 915 Seminar in Ethnomusicology
- MUSIC 923 Seminar in Notation

Eligible music theory courses include the following:

- MUSIC 331 Jazz Improvisation
- MUSIC 497 Special Topics in Music (topic approved by music theory faculty)
- MUSIC 523 Orchestration I
- MUSIC 621 Renaissance Polyphony
- MUSIC 622 Baroque Counterpoint
- MUSIC 623 Form and Analysis
- MUSIC 624 Form and Analysis II
- MUSIC 821 Historical Music Theories 1
- MUSIC 822 Historical Music Theories 2
- MUSIC 823 Schenkerian Analysis
- MUSIC 824 Post-tonal Analysis
- MUSIC 921 Current Issues in Musical Thought 1
- MUSIC 925 Topics in Music Analysis 1
- MUSIC 926 Topics in Music Analysis 2
- MUSIC 927 Seminar in Composition

**Elective credits**

With advisor approval, choose courses in the School of Music at 300 level or above.

For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

Total Credits 32

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Eligibility for enrolling in this class is contingent upon the student’s having taken MUSIC 340 Pedagogy or equivalent. For this requirement MUSIC 340 does not count toward fulfilling the total 9 credit minimum.

3 Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.
Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.

### Piano Performance and Pedagogy Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Master's Level Piano Applied Study</strong></td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>MUS PERF 501</td>
<td>Masters Level-Piano (2 semesters minimum, 4 credits each semester)</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 501</td>
<td>Masters Level-Piano (4 credits minimum)</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 542</td>
<td>Advanced Accompanying</td>
<td></td>
</tr>
</tbody>
</table>

**Recital**

Enroll in this course in the recital semester instead of MUS PERF 501 or MUS PERF 542.

**Pedagogy**

Select from the following, with advisor approval:

- MUSIC 548 Piano Pedagogy II
- MUSIC 551 Class Piano Pedagogy
- MUSIC 751 Seminar in Piano Pedagogy
- MUSIC 752 Piano Pedagogy Workshop
- MUSIC 497 Special Topics in Music
- DANCE 560 Current Topics in Dance: Workshop

**Final Project**

- MUSIC 799 Independent Work

**Practicum**

- MUSIC 560 Practicum in Advanced Studio Teaching-Piano

**Piano Literature**

Select from the following:

- MUSIC 346 Repertoire
- MUSIC 791 Seminar in Piano Literature
- MUSIC 796 Seminar in Duo Sonata Literature

### Musicology and Music Theory

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

Eligible musicology courses include the following:

- MUSIC 400
- MUSIC/FOLKLORE 401 Musical Cultures of the World
- MUSIC/FOLKLORE 402 Musical Cultures of the World
- MUSIC 405 Seminar: Cultural Study of Music
- MUSIC 411 Survey of Music in the Middle Ages
- MUSIC 412 Survey of Music in the Renaissance
- MUSIC 413 Survey of Music in the Baroque Era
- MUSIC 414 Survey of Music in the Classic Era
- MUSIC 415 Survey of Music in the Romantic Era
- MUSIC 416 Survey of Music in the Twentieth Century
- MUSIC 419 Music in the United States
- MUSIC 497 Special Topics in Music (topic approved by musicology faculty)
- MUSIC 511 Historical Performance Practices
- MUSIC 513 Survey of Opera
- MUSIC/FOLKLORE 515 Proseminar in Ethnomusicology
- MUSIC 821 Historical Music Theories 1
- MUSIC 822 Historical Music Theories 2
- MUSIC 911 Seminar in Musicology
- MUSIC/FOLKLORE 915 Seminar in Ethnomusicology
- MUSIC 923 Seminar in Notation

Eligible music theory courses include the following:

- MUSIC 331 Jazz Improvisation
- MUSIC 497 Special Topics in Music (topic approved by music theory faculty)
- MUSIC 523 Orchestration I
- MUSIC 621 Renaissance Polyphony
- MUSIC 622 Baroque Counterpoint
- MUSIC 623 Form and Analysis
- MUSIC 624 Form and Analysis II
- MUSIC 821 Historical Music Theories 1
- MUSIC 822 Historical Music Theories 2
- MUSIC 823 Schenkerian Analysis
- MUSIC 824 Post-tonal Analysis
- MUSIC 921 Current Issues in Musical Thought I
- MUSIC 925 Topics in Music Analysis 1
- MUSIC 926 Topics in Music Analysis 2
- MUSIC 927 Seminar in Composition

For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

**Total Credits** 34

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1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2. Eligibility for enrolling in this class is contingent upon the student's having taken MUSIC 340 Pedagogy or equivalent. For this requirement MUSIC 340 does not count toward fulfilling the total 9 credit minimum.
3. Approved topic: Teaching Music in the Private Studio, 2 credits
4. Approved topic: Feldenkrais for Performing Artists, 1 credit
5. Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.
6. Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.

### String Performance Track

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>String Instrument Applied Study</strong></td>
<td></td>
<td>8</td>
</tr>
</tbody>
</table>

Enroll the course corresponding to the major instrument. 2 semesters minimum, 4 credits each semester:
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 531</td>
<td>Masters Level-Violin</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 533</td>
<td>Masters Level-Viola</td>
<td></td>
</tr>
<tr>
<td>MUS PERF 535</td>
<td>Masters Level-Cello</td>
<td></td>
</tr>
</tbody>
</table>

**Recital**  
4
Enroll for this course in place of Master's Level Applied Study in the recital semester.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 990</td>
<td>Masters Recital</td>
</tr>
</tbody>
</table>

**Orchestra**  
4
2 semesters required

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 570</td>
<td>University Symphony Orchestra</td>
</tr>
<tr>
<td>MUSIC 571</td>
<td>Chamber Orchestra</td>
</tr>
</tbody>
</table>

**Ensemble**  
2 semesters

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 569</td>
<td>Advanced Ensemble-String</td>
</tr>
</tbody>
</table>

**Pedagogy**  
2
Select from the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 543</td>
<td>Advanced String Pedagogy</td>
</tr>
<tr>
<td>MUSIC 544</td>
<td>Advanced String Pedagogy</td>
</tr>
<tr>
<td>MUSIC 545</td>
<td>Practicum in Advanced String Pedagogy</td>
</tr>
<tr>
<td>MUSIC 540</td>
<td>Advanced Pedagogy (instrumental)</td>
</tr>
<tr>
<td>DANCE 560</td>
<td>Current Topics in Dance: Workshop (Feldenkrais for Performing Musicians)</td>
</tr>
</tbody>
</table>

**Literature**  
2

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 546</td>
<td>String Literature</td>
</tr>
<tr>
<td>MUSIC 796</td>
<td>Seminar in Duo Sonata Literature</td>
</tr>
</tbody>
</table>

**Musicology and Music Theory Courses**  
9
At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

Eligible musicology courses include the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>MUSIC 400</td>
<td>Musical Cultures of the World</td>
</tr>
<tr>
<td>MUSIC/ FOLKLORE 401</td>
<td>Musicial Cultures of the World</td>
</tr>
<tr>
<td>MUSIC/ FOLKLORE 402</td>
<td>Seminar: Cultural Study of Music</td>
</tr>
<tr>
<td>MUSIC 405</td>
<td>Survey of Music in the Middle Ages</td>
</tr>
<tr>
<td>MUSIC 411</td>
<td>Survey of Music in the Renaissance</td>
</tr>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Baroque Era</td>
</tr>
<tr>
<td>MUSIC 413</td>
<td>Survey of Music in the Classic Era</td>
</tr>
<tr>
<td>MUSIC 414</td>
<td>Survey of Music in the Romantic Era</td>
</tr>
<tr>
<td>MUSIC 416</td>
<td>Survey of Music in the Twentieth Century</td>
</tr>
<tr>
<td>MUSIC 419</td>
<td>Music in the United States</td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (topic approved by musicology faculty)</td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1</td>
</tr>
<tr>
<td>MUSIC 822</td>
<td>Historical Music Theories 2</td>
</tr>
<tr>
<td>MUSIC 911</td>
<td>Seminar in Musicology</td>
</tr>
</tbody>
</table>

Eligible music theory courses include the following: 3

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 331</td>
<td>Jazz Improvisation</td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (topic approved by music theory faculty)</td>
</tr>
</tbody>
</table>

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

Eligible musicology courses include the following:

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<tr>
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<td>Musicial Cultures of the World</td>
</tr>
<tr>
<td>MUSIC/ FOLKLORE 402</td>
<td>Seminar: Cultural Study of Music</td>
</tr>
<tr>
<td>MUSIC 405</td>
<td>Survey of Music in the Middle Ages</td>
</tr>
<tr>
<td>MUSIC 411</td>
<td>Survey of Music in the Renaissance</td>
</tr>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Baroque Era</td>
</tr>
<tr>
<td>MUSIC 413</td>
<td>Survey of Music in the Classic Era</td>
</tr>
<tr>
<td>MUSIC 414</td>
<td>Survey of Music in the Romantic Era</td>
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<tr>
<td>MUSIC 416</td>
<td>Survey of Music in the Twentieth Century</td>
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<td>MUSIC 419</td>
<td>Music in the United States</td>
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<td>MUSIC 497</td>
<td>Special Topics in Music (topic approved by musicology faculty)</td>
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<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1</td>
</tr>
<tr>
<td>MUSIC 822</td>
<td>Historical Music Theories 2</td>
</tr>
<tr>
<td>MUSIC 911</td>
<td>Seminar in Musicology</td>
</tr>
</tbody>
</table>

Eligible music theory courses include the following: 3

<table>
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<tr>
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<th>Title</th>
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<tbody>
<tr>
<td>MUSIC 331</td>
<td>Jazz Improvisation</td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (topic approved by music theory faculty)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 523</td>
<td>Orchestration I</td>
</tr>
<tr>
<td>MUSIC 621</td>
<td>Renaissance Polyphony</td>
</tr>
<tr>
<td>MUSIC 622</td>
<td>Baroque Counterpoint</td>
</tr>
<tr>
<td>MUSIC 623</td>
<td>Form and Analysis</td>
</tr>
<tr>
<td>MUSIC 624</td>
<td>Form and Analysis II</td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1</td>
</tr>
<tr>
<td>MUSIC 822</td>
<td>Historical Music Theories 2</td>
</tr>
<tr>
<td>MUSIC 823</td>
<td>Schenkerian Analysis</td>
</tr>
<tr>
<td>MUSIC 824</td>
<td>Post-tonal Analysis</td>
</tr>
<tr>
<td>MUSIC 921</td>
<td>Current Issues in Musical Thought 1</td>
</tr>
<tr>
<td>MUSIC 925</td>
<td>Topics in Music Analysis 1</td>
</tr>
<tr>
<td>MUSIC 926</td>
<td>Topics in Music Analysis 2</td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
</tr>
</tbody>
</table>

**Elective courses**  
4
With advisor approval, choose courses in the School of Music at 300 level or above.

For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

**Total Credits**  
33

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.

3 Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.

**Vocal Performance Track**  

**Code**  

**Title**  

**Credits**  

**Master’s Level Voice Applied Study**  

8
2 semesters minimum, 4 credits each semester

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 505</td>
<td>Masters Level-Voice</td>
</tr>
</tbody>
</table>

**Recital**  

4
Enroll for this course in place of Master’s Level Applied Study in the recital semester.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 990</td>
<td>Masters Recital</td>
</tr>
</tbody>
</table>

**Advanced Diction**  

4

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 467</td>
<td>Language Diction for Singing I</td>
</tr>
<tr>
<td>MUSIC 468</td>
<td>Language Diction for Singing II</td>
</tr>
</tbody>
</table>

**Vocal Literature**  

3

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 792</td>
<td>Seminar in Vocal Literature</td>
</tr>
</tbody>
</table>

**Vocal Pedagogy**  

2

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 749</td>
<td>Seminar in Vocal Techniques</td>
</tr>
</tbody>
</table>

**Ensemble**  

2

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 570</td>
<td>University Symphony Orchestra</td>
</tr>
<tr>
<td>MUSIC 571</td>
<td>Chamber Orchestra</td>
</tr>
</tbody>
</table>
Select from the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 461</td>
<td>Collegium Musicum</td>
</tr>
<tr>
<td>MUSIC 558</td>
<td>Madrigal Singers</td>
</tr>
<tr>
<td>MUSIC 578</td>
<td>Concert Choir</td>
</tr>
<tr>
<td>MUSIC 557</td>
<td>Opera Workshop</td>
</tr>
</tbody>
</table>

**Musicology and Music Theory Courses**

At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

Eligible musicology courses include the following:

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</tr>
<tr>
<td>MUSIC/FOLKLORE 401</td>
<td>Musical Cultures of the World</td>
</tr>
<tr>
<td>MUSIC/ FOLKLORE 402</td>
<td>Musical Cultures of the World</td>
</tr>
<tr>
<td>MUSIC 405</td>
<td>Seminar: Cultural Study of Music</td>
</tr>
<tr>
<td>MUSIC 411</td>
<td>Survey of Music in the Middle Ages</td>
</tr>
<tr>
<td>MUSIC 412</td>
<td>Survey of Music in the Renaissance</td>
</tr>
<tr>
<td>MUSIC 413</td>
<td>Survey of Music in the Baroque Era</td>
</tr>
<tr>
<td>MUSIC 414</td>
<td>Survey of Music in the Classic Era</td>
</tr>
<tr>
<td>MUSIC 415</td>
<td>Survey of Music in the Romantic Era</td>
</tr>
<tr>
<td>MUSIC 416</td>
<td>Survey of Music in the Twentieth Century</td>
</tr>
<tr>
<td>MUSIC 419</td>
<td>Music in the United States</td>
</tr>
<tr>
<td>MUSIC 497</td>
<td>Special Topics in Music (approval of topic by musicology faculty required)</td>
</tr>
<tr>
<td>MUSIC 511</td>
<td>Historical Performance Practices</td>
</tr>
<tr>
<td>MUSIC 513</td>
<td>Survey of Opera</td>
</tr>
<tr>
<td>MUSIC/FOLKLORE 515</td>
<td>Proseminar in Ethnomusicology</td>
</tr>
<tr>
<td>MUSIC 821</td>
<td>Historical Music Theories 1</td>
</tr>
<tr>
<td>MUSIC 822</td>
<td>Historical Music Theories 2</td>
</tr>
<tr>
<td>MUSIC 911</td>
<td>Seminar in Musicology</td>
</tr>
<tr>
<td>MUSIC 923</td>
<td>Seminar in Notation</td>
</tr>
</tbody>
</table>

Eligible music theory courses include the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 331</td>
<td>Jazz Improvisation</td>
</tr>
<tr>
<td>MUSIC 346</td>
<td>Special Topics in Music (topic approved by music theory faculty)</td>
</tr>
<tr>
<td>MUSIC 523</td>
<td>Orchestration I</td>
</tr>
<tr>
<td>MUSIC 524</td>
<td>Form and Analysis II</td>
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</tr>
<tr>
<td>MUSIC 823</td>
<td>Schenkerian Analysis</td>
</tr>
<tr>
<td>MUSIC 824</td>
<td>Post-tonal Analysis</td>
</tr>
<tr>
<td>MUSIC 921</td>
<td>Current Issues in Musical Thought 1</td>
</tr>
<tr>
<td>MUSIC 925</td>
<td>Topics in Music Analysis 1</td>
</tr>
<tr>
<td>MUSIC 926</td>
<td>Topics in Music Analysis 2</td>
</tr>
<tr>
<td>MUSIC 927</td>
<td>Seminar in Composition</td>
</tr>
</tbody>
</table>

**Wind Conducting Track**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 532</td>
<td>Advanced Conducting</td>
<td>8</td>
</tr>
</tbody>
</table>

Enroll for this course in place of Master’s Level Applied Study in the recital semester.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS PERF 990</td>
<td>Masters Recital</td>
<td>2</td>
</tr>
</tbody>
</table>

Select from the following. 2 semesters minimum required.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 574</td>
<td>Wind Ensemble</td>
</tr>
<tr>
<td>MUSIC 576</td>
<td>Concert Band</td>
</tr>
</tbody>
</table>

Eligible musicology courses include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 400</td>
<td></td>
</tr>
</tbody>
</table>
MUSIC/FOLKLORE 401  Musical Cultures of the World
MUSIC/FOLKLORE 402  Musical Cultures of the World
MUSIC 405  Seminar: Cultural Study of Music
MUSIC 411  Survey of Music in the Middle Ages
MUSIC 412  Survey of Music in the Renaissance
MUSIC 413  Survey of Music in the Baroque Era
MUSIC 414  Survey of Music in the Classic Era
MUSIC 415  Survey of Music in the Romantic Era
MUSIC 416  Survey of Music in the Twentieth Century
MUSIC 419  Music in the United States
MUSIC 497  Special Topics in Music (approval of topic by musicology faculty required)
MUSIC 511  Historical Performance Practices
MUSIC 513  Survey of Opera
MUSIC/FOLKLORE 515  Proseminar in Ethnomusicology
MUSIC 821  Historical Music Theories 1
MUSIC 822  Historical Music Theories 2
MUSIC 911  Seminar in Musicology
MUSIC/FOLKLORE 915  Seminar in Ethnomusicology
MUSIC 923  Seminar in Notation

Eligible music theory courses include the following: 4

MUSIC 331  Jazz Improvisation
MUSIC 497  Special Topics in Music (approval of topic by music theory faculty required)
MUSIC 621  Renaissance Polyphony
MUSIC 622  Baroque Counterpoint
MUSIC 623  Form and Analysis
MUSIC 624  Form and Analysis II
MUSIC 821  Historical Music Theories 1
MUSIC 822  Historical Music Theories 2
MUSIC 823  Schenkerian Analysis
MUSIC 824  Post-tonal Analysis
MUSIC 921  Current Issues in Musical Thought 1
MUSIC 925  Topics in Music Analysis 1
MUSIC 926  Topics in Music Analysis 2
MUSIC 927  Seminar in Composition

Elective courses  7
With advisor approval, choose courses in the School of Music at 300 level or above.

For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

Total Credits  33

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2 At the discretion of the conducting faculty, the recital credit may be fulfilled with c either 4 recitals at 1 credit each or 1 recital, 4 credits.
3 Other courses do not fulfill this requirement unless specifically approved by the musicology faculty
4 Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.

Woodwind Performance Track 1

Code  Title  Credits
---  ---  ---
MUSIC 497  Special Topics in Music (for topic approved by musicology faculty)  4

Master's Level Woodwind Instrument Applied Study  8
Select the course corresponding to the major instrument. 2 semesters minimum, 4 credits each semester.

MUS PERF 507  Masters Level-Flute
MUS PERF 509  Masters Level-Oboe
MUS PERF 511  Masters Level-Clarinet
MUS PERF 513  Masters Level-Saxophone
MUS PERF 515  Masters Level-Bassoon

Recital  4
Enroll for this course in place of Master's Level Applied Study in the recital semester.

MUS PERF 990  Masters Recital

Ensemble  2

MUSIC 565  Advanced Ensemble-Woodwind (two semesters required)

Organizations  2
Select from the following. Two semesters required.

MUSIC 570  University Symphony Orchestra
MUSIC 571  Chamber Orchestra
MUSIC 574  Wind Ensemble
MUSIC 576  Concert Band

Musicology and Music Theory Courses  9
At least one course must be taken in Musicology and one in Music Theory. 9 credits must be earned at UW-Madison.

Eligible musicology courses include the following: 1

MUSIC 400  
MUSIC/FOLKLORE 401  Musical Cultures of the World
MUSIC/FOLKLORE 402  Musical Cultures of the World
MUSIC 405  Seminar: Cultural Study of Music
MUSIC 411  Survey of Music in the Middle Ages
MUSIC 412  Survey of Music in the Renaissance
MUSIC 413  Survey of Music in the Baroque Era
MUSIC 414  Survey of Music in the Classic Era
MUSIC 415  Survey of Music in the Romantic Era
MUSIC 416  Survey of Music in the Twentieth Century
MUSIC 419  Music in the United States
MUSIC 497  Special Topics in Music (for topic approved by musicology faculty)
MUSIC 511  Historical Performance Practices
MUSIC 513  Survey of Opera
MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

No more than 6 credits may be approved for graduate coursework taken at other institutions.

UW–Madison Undergraduate

The Graduate School allows departments to review requests to count up to 7 credits of undergraduate work at UW–Madison toward graduate program requirements, but this is rarely approved by the Mead Witter School of Music faculty.

UW–Madison University Special

Some students may have completed coursework at 300-level or above at UW–Madison as a Special Student; with program approval coursework so taken may be considered to fulfill up to 6 credits of graduate program requirements.

PROBATION

M.M. students who fail to make satisfactory progress in any of the four following areas: grades, course load, time constraints, or exams, will be notified in writing by the DGS. At the end of the second semester of failing to make satisfactory progress the student is placed on probation effective the next semester. This action suspends financial aid (but does not affect loans or work-study). See details in the Satisfactory Progress for Master’s Students (http://uwsom.wpengine.com/wp-content/uploads/2014/05/MastersSatisfactoryProgress.pdf).

ADVISOR / COMMITTEE

All programs provide for faculty from several disciplines to follow the student's progress through the degree, provide mentorship along the way, and assess the student's success in reaching expected learning outcomes. Committee structures differ among degrees and majors. The principal advisor for most graduate students in the Mead Witter School of Music is generally referred to as the major professor. In all programs the major professor is determined with the student's particular interests in mind. In music performance programs, the faculty attempts, whenever possible, to assign the major professor based upon a student's request.

The director of graduate studies is also an advisor for all graduate students in Mead Witter School of Music programs. Students are expected to consult with the director of graduate studies at least once per semester to determine appropriate course plans. Consultation is mandatory in the semester before intended graduation.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

M.M. and M.A. students not receiving University funding are expected to complete requirements and pass comprehensive examinations within seven years from the time of enrollment in the program. While graduate students may enroll on a part-time basis, this time constraint still applies.

All M.M. and M.A. students holding teaching assistant, project assistant, or fellowship appointments must complete requirements for the degree within four semesters (not counting summer sessions or thesis credits). If the appointment is more than 33.4% the expectation is to complete requirements in the sixth semester.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

| MUSIC/ FOLKLORE | Proseminar in Ethnomusicology |
| MUSIC 821 | Historical Music Theories 1 |
| MUSIC 822 | Historical Music Theories 2 |
| MUSIC 911 | Seminar in Musicology |
| MUSIC/ FOLKLORE | Seminar in Ethnomusicology |
| MUSIC 923 | Seminar in Notation |

Eligible music theory courses include the following: 3

- MUSIC 331: Jazz Improvisation
- MUSIC 497: Special Topics in Music (approval of topic by music theory faculty required)
- MUSIC 523: Orchestration I
- MUSIC 621: Renaissance Polyphony
- MUSIC 622: Baroque Counterpoint
- MUSIC 623: Form and Analysis
- MUSIC 624: Form and Analysis II
- MUSIC 823: Schenkerian Analysis
- MUSIC 824: Post-tonal Analysis
- MUSIC 921: Current Issues in Musical Thought 1
- MUSIC 925: Topics in Music Analysis 1
- MUSIC 926: Topics in Music Analysis 2
- MUSIC 927: Seminar in Composition

Elective courses 5

With advisor approval, choose courses in the School of Music at 300 level or above.

For information on Comprehensive Examinations and Committees please refer to the summary through the Policies tab; for full details consult the Mead Witter School of Music Graduate Handbook.

Total Credits 30

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Other courses do not fulfill this requirement unless specifically approved by the musicology faculty.

3 Other courses do not fulfill this requirement unless specifically approved by the music theory faculty.
GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employee.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Communicates well-developed musical ideas clearly and energetically in performance and, where applicable, in compositions.
2. Demonstrates knowledge of appropriate stylistic details in performance of music from a variety of historical periods and cultural origins.
3. Draws upon extensive understanding of a variety of musical cultures and historical periods for the preparation of a performance or a composition.
4. Selects the most appropriate methods of technique or notation to achieve the intended result in performance.
5. Shows ability to express, verbally and in writing, musical ideas and interpretive conclusions to peers and colleagues.
6. Recognizes and applies principles of ethical and professional conduct.
7. Respects colleagues and values contributions of others in collaborative endeavors.

PEOPLE

Faculty: Professors Cook (director), Blasius, Calderón, Chisholm, Crook, DiSanza, Dill, Doing, Fischer, Fulmer, Hetzler, Hyer, Johnson, Karp, Koza, Leckrone, Perry, Rowe, Schaffer, Schwendinger, Stowe, Swack, B. Taylor, C. Taylor, Teeple, Thimmig, Vardi, Vallon; Associate Professors Dobbs, Grabois, Wallmann; Assistant Professors Altino, Lee, Ronis

The faculty of the Mead Witter School of Music is a distinguished group of educators, performing musicians, and active scholars. The backgrounds of performance faculty include rich experiences as professional musicians, researchers, recording artists, and entrepreneurs. Faculty in music education have particular insight into their field as a result of their backgrounds as school educators, performers, and scholars. In areas such as music theory and musicology, the musical community has high regard for the past and current contributions to the study of musical theory, historical perspectives on music, the role of music in societies around the world, and the unique contributions of American musicians. Teaching is a priority for the faculty, who are readily accessible to students for advice and support. Faculty, staff, and students cooperate in extraordinary ways with joint ventures that reach across disciplines both in research or instruction.

ACCREDITATION

National Association of Schools of Music (https://nasm.arts-accredit.org)

Accreditation status: Accredited. Next accreditation review: 2022–2023

MECHANICAL ENGINEERING

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Mechanical Engineering, Doctoral Minor (p. 1297)
- Mechanical Engineering, M.S. (p. 1297)
- Mechanical Engineering, Ph.D. (p. 1316)

PEOPLE

PROFESSORS
Darryl Thelen (Chair)
MECHANICAL ENGINEERING, DOCTORAL MINOR

REQUIREMENTS

Ph.D. candidates from other departments who wish to minor in mechanical engineering are required to complete a minimum of 9 credits of mechanical engineering courses (http://guide.wisc.edu/courses/m_e/) numbered 400 or above with grades of B or better (grades of BC and below are not accepted for the minor). One of these courses must be at the 700 level or above. Only one of the courses may be cross-listed in the student's major department.

MECHANICAL ENGINEERING, M.S.

The Department of Mechanical Engineering offers a number of master of science (M.S.) degree programs in Mechanical Engineering.

- M.S. Mechanical Engineering: Research (2 tracks) (p. 1312)
  - Thesis
  - Independent Study (Fall 2021 is the final term in which students can select this track. Students admitted to Spring 2022 and beyond will be required to follow the 'thesis' track.)
- M.S. Mechanical Engineering: Accelerated Program (p. 1300)
• M.S. Mechanical Engineering: Automotive Engineering (http://guide.wisc.edu/graduate/mechanical-engineering/mechanical-engineering-ms/mechanical-engineering-automative-engineering-ms/)
• M.S. Mechanical Engineering: Modeling and Simulation in Mechanical Engineering (p. 1308)

The M.S. Mechanical Engineering degree with a named option in Research takes approximately two years to complete. The thesis track has a significant research component giving students valuable hands-on research experience with mentoring by faculty in the Department of Mechanical Engineering. The independent study track has a stronger focus on coursework but also requires at least 3 credits of independent study mentored by faculty in the Department of Mechanical Engineering. (Fall 2021 is the final term in which students can select the independent study track. Students admitted to Spring 2022 and beyond will be required to follow the thesis track.)

The M.S. Mechanical Engineering degree with named options in Accelerated Program; Automotive Engineering; and Modeling and Simulation in Mechanical Engineering; each take approximately 3 terms (1 calendar year) to complete. These three programs include only coursework.

All students are mentored by the world-class faculty in the mechanical engineering department at UW–Madison. For a list of mechanical engineering faculty along with faculty research interests, please visit our faculty directory (https://directory.engr.wisc.edu/display.php?faculty/?page=me&search=faculty). For more information on research areas see our page on research in Mechanical Engineering (https://www.engr.wisc.edu/department/mechanical-engineering/research-in-mechanical-engineering/).

ADMISSIONS

Students apply to the M.S. in Mechanical Engineering through one of the named options:

• M.S. Mechanical Engineering: Research (p. 1312)
• M.S. Mechanical Engineering: Accelerated Program (p. 1300)
• M.S. Mechanical Engineering: Automotive Engineering (http://guide.wisc.edu/graduate/mechanical-engineering/mechanical-engineering-ms/mechanical-engineering-automative-engineering-ms/)
• M.S. Mechanical Engineering: Modeling and Simulation in Mechanical Engineering (http://guide.wisc.edu/graduate/mechanical-engineering/mechanical-engineering-ms/mechanical-engineering-modeling-simulation-mechanical-engineering-ms/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

There are three mechanisms for Graduate Student funding through the university for Mechanical Engineering M.S. students:

1. Fellowships
2. Graduate assistantships: project assistantships, teaching assistantships, and research assistantships
3. Traineeships

Funding is awarded based on the qualifications of the student, the number of applicants, the amount of available funding, the number of continuing students receiving support, and the degree program a student is enrolled in. Fellowship and research assistantship funding is only considered for thesis-based M.S. students. You can apply for funding for research assistantships by contacting individual faculty members directly. Please check our website (http://directory.engr.wisc.edu/me/faculty/) to look for faculty (only those listed with titles of assistant professor, associate professor, or professor can serve as graduate student advisors). Search for faculty who have research interests that align closely with your own by viewing faculty directory entries, visiting the faculty’s website (linked from the directory page), and reviewing publications by the faculty member. Once you have identified faculty with interests close to your own, you are encouraged to contact them by email to inquire regarding available research assistant positions. The admissions office does not know if a particular professor has research assistant positions available.

Students who apply to the department will be automatically considered for fellowship opportunities within the department. For information on applying for teaching assistant positions and for other information on funding please see the department website (https://www.engr.wisc.edu/department/mechanical-engineering/contact/forms/). (https://sites.google.com/wisc.edu/meapplication/?pli=1&authuser=3)

Students enrolled in the M.S. Mechanical Engineering named options in Accelerated Program; Modeling and Simulation in Mechanical Engineering; and Automotive Engineering are not eligible to receive assistantships.

ADDITIONAL RESOURCES

FEDERAL LOANS

Students who are U.S. citizens or permanent residents may be eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least 4 credits during the fall and spring semesters, and 2 credits during summer. Private loans are also available. Learn more about financial aid at their website (https://financialaid.wisc.edu/).

INTERNATIONAL STUDENT SERVICES FUNDING AND SCHOLARSHIPS

For information on International Student Funding and Scholarships visit the ISS website (https://iss.wisc.edu/students/new-students/funding-scholarships/).
MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS
CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>See Named Option for policy information.</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 out of 30 total credits) must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements Assessments and Examinations Requirements</td>
<td>See Named Option for policy information.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES
Select a Named Option (p. 1299) for required courses.

NAMED OPTIONS
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral.

View as list View as grid

- MECHANICAL ENGINEERING: ACCELERATED PROGRAM, M.S. (P. 1300)
- MECHANICAL ENGINEERING: AUTOMOTIVE ENGINEERING, M.S. (P. 1304)
- MECHANICAL ENGINEERING: MODELING AND SIMULATION IN MECHANICAL ENGINEERING, M.S. (P. 1308)
- MECHANICAL ENGINEERING: RESEARCH, M.S. (P. 1312)

POLICIES

Students should refer to one of the named options for policy information:

- M.S. Mechanical Engineering: Research (p. 1312)
- M.S. Mechanical Engineering: Accelerated Program (p. 1300)
- M.S. Mechanical Engineering: Automotive Engineering (http://guide.wisc.edu/graduate/mechanical-engineering/mechanical-engineering-ms/mechanical-engineering-automotive-engineering-ms/)
- M.S. Mechanical Engineering: Modeling and Simulation in Mechanical Engineering (http://guide.wisc.edu/graduate/mechanical-engineering/mechanical-engineering-ms/mechanical-engineering-modeling-simulation-mechanical-engineering-ms/)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate a strong understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and independently solve advanced engineering problems.
3. Apply the relevant scientific and technological advancements, techniques, and engineering tools to address these problems.
4. Recognize and apply principles of ethical and professional conduct.

PEOPLE

PROFESSORS
Darryl Thelen (Chair)
Christian Franck
Jaal Ghandhi
Dan Negrut
Gregory F. Nellis
Tim Osswald
Frank Pfefferkorn
John Pfotenhauer
Xiaoping Qian
Douglas Reindl
MECHANICAL ENGINEERING: ACCELERATED PROGRAM, M.S.

This is a named option within the Mechanical Engineering M.S. (p. 1297).

The Department of Mechanical Engineering offers a Master of Science (M.S.) degree in Mechanical Engineering with a named option in Accelerated Program. The Accelerated Program takes approximately three terms (one calendar year) to complete. The Accelerated Program only includes coursework. Each student will be assigned an academic advisor from the Department of Mechanical Engineering.

For a list of mechanical engineering courses 400-level and above, please visit our list of mechanical engineering courses (http://guide.wisc.edu/courses/m_e/).

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3**</td>
</tr>
</tbody>
</table>

* 1) Due to COVID-19, GRE scores will not be required for applications to Mechanical Engineering graduate programs for admission to the Spring 2022, Summer 2022, and Fall 2022 terms.
2) Applicants earning a degree from the following UW-Madison B.S. programs are not required to submit GRE scores for the Master of Science in Mechanical Engineering, Accelerated Program application: (1) any program in the College of Engineering, (2) Computer Sciences, (3) Department of Biological Systems Engineering, or (4) the Applied Mathematics, Engineering and Physics program. All other applicants must submit GRE scores.

** Applicants earning a degree from the following UW-Madison B.S. programs are not required to obtain any letters of recommendation for the Master of Science in Mechanical Engineering, Accelerated Program application: (1) any program in the College of Engineering, (2) Computer Sciences, (3) Department of Biological Systems Engineering, or (4) the Applied Mathematics, Engineering and Physics program. To learn how to complete the “Recommendations” tab in the application, please review our webpage here: https://www.engr.wisc.edu/department/mechanical-engineering/academics/master-phd-degrees-mechanical-engineering/. All other applicants must submit a minimum of three letters of recommendation.

Students with a strong background in mechanical engineering or a related field with interest in furthering their education in mechanical engineering are encouraged to apply for admission to the department. Applicants accepted into the program generally have an undergraduate grade point average well above the graduate school minimum of 3.0 on a 4.0 scale. All applicants are required to take the Graduate Record Exam (GRE)*. Applications are evaluated on the basis of previous academic record, GRE scores, letters of recommendation, and a personal statement. For more information on admission requirements see the program’s website (https://www.engr.wisc.edu/department/mechanical-engineering/academics/master-phd-degrees-mechanical-engineering/).
FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in this program are NOT eligible for teaching assistant, research assistant, or project assistant positions as this is an accelerated coursework ONLY degree.

FEDERAL LOANS

Students who are U.S. citizens or permanent residents may be eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least 4 credits during the fall and spring semesters, and 2 credits during summer. Private loans are also available. Learn more about financial aid at their website (https://financialaid.wisc.edu/).

INTERNATIONAL STUDENT SERVICES FUNDING AND SCHOLARSHIPS

For information on International Student Funding and Scholarships visit the ISS website (https://iss.wisc.edu/students/new-students/funding-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTIONS REQUIREMENTS

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated:</strong> Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Evening/Weekend:</strong> Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Face-to-Face:</strong> Courses typically meet during weekdays on the UW-Madison Campus.</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td><strong>Hybrid:</strong> These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td><strong>Online:</strong> These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
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</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum Credit Requirement</strong></td>
<td>30 credits</td>
</tr>
<tr>
<td><strong>Minimum Residence Credit Requirement</strong></td>
<td>18 credits</td>
</tr>
<tr>
<td><strong>Minimum Graduate Coursework Requirement</strong></td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework. 9 of these 15 graduate-level credits must be ME courses. Courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td><strong>Overall Graduate GPA Requirement</strong></td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td><strong>Other Grade Requirements</strong></td>
<td>Students must earn a C or above in all formal coursework. Students may not have any more than two incompletes on their record at any one time.</td>
</tr>
<tr>
<td><strong>Assessments and Examinations</strong></td>
<td>None.</td>
</tr>
<tr>
<td><strong>Language Requirements</strong></td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Two semesters of M E 903 Graduate Seminar are required. These should be taken the first two semesters the student is in residence.

A minimum of 24 formal course credits are required (minimum of 15 credits in Mechanical Engineering taken at UW-Madison). Acceptable courses are numbered 400 and above. Up to two 300 level courses in engineering, math, or the sciences may also be used towards the formal course credit requirement (if M E courses, they must be approved by the faculty advisor and the ME Graduate Committee).

No thesis/research credits are permitted. Up to 3 credits of independent study are permitted but not required.

Advisor Approval of Study Plan

The faculty advisor must always approve the courses a student takes in the MS program. Students should schedule an appointment with their adviser when selecting their courses. During the final semester, the faculty advisor will review the courses taken again and if approved, sign the warrant request form.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count graduate coursework from other institutions (up to 12 credits) toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

UW–Madison Undergraduate

With advisor approval, up to 7 credits numbered 400 or above may be counted toward the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. No credits may be counted toward the minimum graduate residence credit requirement. A course at the 300 level can only be transferred from a UW-Madison undergraduate program if it was taken as a technical elective (i.e., non-required course). Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, and payment of the difference in tuition, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW-Madison Special student toward the minimum graduate residence credit requirement and the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time), this will be deemed unsatisfactory progress and the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE

All students will be assigned a mechanical engineering faculty advisor who assists them in planning a course sequence that meets degrees requirements and who will discuss career objectives with the students.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.aoa.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Mechanical Engineering Grievance Procedures

If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students’ concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc.). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages and published handbooks for information. If such procedures exist at the local level, these should be investigated first. For more information see the Graduate School Academic Policies & Procedures: https://grad.wisc.edu/acadpolicy/?policy=grievancesandappeals. The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of
Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.

2. Should a satisfactory resolution not be achieved, the student should contact the ME Graduate Committee Chair (https://docs.google.com/document/d/18F268f2Cq_CKw0aTcHKJu9RQAg6fxo/edit/#heading=h1fo9te) or Department Chair (https://docs.google.com/document/d/18F268f2Cq_CKw0aTcHKJu9RQAg6fxo/edit/#heading=h1fo9te) to discuss the grievance. The Graduate Committee Chair or Department Chair will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Compliance website (https://compliance.wisc.edu/). Other campus resources can be found above.

3. If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Graduate Committee Chair in writing, within 60 calendar days of the alleged unfair treatment.

4. On receipt of a written complaint, a faculty committee will be convened by the Graduate Committee Chair to manage the grievance. The faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.

5. The faculty committee will determine a decision regarding the grievance. The Graduate Committee Chair will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the School/College.

7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School's Academic Policies & Procedures: https://grad.wisc.edu/acadpolicy/?policy=grievancesandappeals.

OTHER

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.
MECHANICAL ENGINEERING: AUTOMOTIVE ENGINEERING, M.S.

This is a named option within the Mechanical Engineering M.S. (p. 1297)

The Department of Mechanical Engineering M.S. named option Automotive Engineering is an accelerated on campus degree program (completed in 12 months) geared toward preparing students for a career in the automotive industry. With a strong emphasis on in-cylinder energy conversion processes, graduates of this program will be poised to immediately participate in engine development programs in the automotive, heavy duty, or recreational engine sectors. The coursework includes 12 credits of thermofluid processes, 12 formal credits in other relevant topics, and a 6 credits of summer practicum that pairs a hands-on laboratory course with a hands-on modeling course. The summer practicum coalesces information from coursework by applying it to internal combustion engines in a hands-on environment.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record</td>
<td>Required.*</td>
</tr>
<tr>
<td>Examinations)</td>
<td></td>
</tr>
<tr>
<td>English Proficiency</td>
<td>Every applicant whose native language is not</td>
</tr>
<tr>
<td>Test</td>
<td>English or whose undergraduate instruction</td>
</tr>
<tr>
<td></td>
<td>was not in English must provide an English</td>
</tr>
<tr>
<td></td>
<td>proficiency test score and meet the Graduate</td>
</tr>
<tr>
<td></td>
<td>School minimum requirements</td>
</tr>
<tr>
<td>Other Test(s) (e.g.,</td>
<td>n/a</td>
</tr>
<tr>
<td>GMAT, MCAT)</td>
<td></td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3**</td>
</tr>
</tbody>
</table>

* 1) Due to COVID-19, GRE scores will not be required for applications to Mechanical Engineering graduate programs for admission to the Spring 2022, Summer 2022, and Fall 2022 terms.
2) Applicants earning a degree from the following UW-Madison B.S. programs are not required to submit GRE scores for the Master of Science in Mechanical Engineering, Automotive Engineering application: (1) any program in the College of Engineering, (2) Computer Sciences, (3) Department of Biological Systems Engineering, or (4) the Applied Mathematics, Engineering and Physics program. All other applicants must submit GRE scores.

** Applicants earning a degree from the following UW-Madison B.S. programs are not required to obtain any letters of recommendation for the Master of Science in Mechanical Engineering, Automotive Engineering application: (1) any program in the College of Engineering, (2) Computer Sciences, (3) Department of Biological Systems Engineering, or (4) the Applied Mathematics, Engineering and Physics program. To learn how to complete the “Recommendations” tab in the application, please review our webpage here: https://www.engr.wisc.edu/department/mechanical-engineering/academics/master-phd-degrees-mechanical-engineering/. All other applicants must submit a minimum of three letters of recommendation.

Students with a strong background in mechanical engineering or a related field with interest in furthering their education in mechanical engineering are encouraged to apply for admission to the department. Applicants accepted into the program generally have an undergraduate grade point average well above the graduate school minimum of 3.0 on a 4.0 scale. All applicants are required to take the Graduate Record Exam (GRE)*. Applications are evaluated on the basis of previous academic record, GRE scores, letters of recommendation, and a personal statement. For more information on admission requirements see the program’s website (https://www.engr.wisc.edu/department/mechanical-engineering/academics/master-phd-degrees-mechanical-engineering/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in this program are NOT eligible for teaching assistant, research assistant, or project assistant positions as this is an accelerated coursework ONLY degree.

FEDERAL LOANS

Students who are U.S. citizens or permanent residents may be eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least 4 credits during the fall and spring semesters, and 2 credits during summer. Private loans are also available. Learn more about financial aid at their website (https://financialaid.wisc.edu/).

INTERNATIONAL STUDENT SERVICES FUNDING AND SCHOLARSHIPS

For information on International Student Funding and Scholarships visit the ISS website (https://iss.wisc.edu/students/new-students/funding-scholarships/).
MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 30 credits

Minimum Residence Credit Requirement 18 credits

Minimum Graduate Coursework Requirement Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/). Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements Students must earn a C or above in all formal coursework.

Students may not have any more than two incompletes on their record at any one time.

Assessments and Examinations None.

REQUIRED COURSES

A minimum of 24 formal course credits are required (minimum of 15 credits in Mechanical Engineering taken at UW-Madison), at least 3 of these credits must be numbered 700 or higher.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M E 903</td>
<td>Graduate Seminar (Two semesters are required and must be taken the first two semesters.)</td>
<td>0</td>
</tr>
</tbody>
</table>

A minimum of 12 credits (4 courses) must be taken from the courses listed:

- M E 461 Thermal Systems Modeling
- M E 466 Air Pollution Effects, Measurements and Control
- M E 469 Internal Combustion Engines
- M E 561 Intermediate Thermodynamics
- M E 563 Intermediate Fluid Dynamics
- M E 564 Heat Transfer
- M E 569 Applied Combustion
- M E 572 Intermediate Gas Dynamics
- M E 573 Computational Fluid Dynamics
- M E 576 Topics in Thermodynamics
- M E 764 Advanced Heat Transfer I
- M E 769 Advanced Combustion Processes
- M E 770 Advanced Experimental Instrumentation
- M E 774 Chem Kinetics of Combust Systems
- M E/CIV ENGR/EM A 775 Turbulent Heat and Momentum Transfer

During the summer term, students are required to enroll in the following 6 credits:

- M E 669 Engine Experiments
- M E 673 Internal Combustion Engine Simulations

Advisor Approval of Study Plan

The faculty advisor must always approve the courses a student takes in the MS program. Students should schedule an appointment with their advisor when selecting their courses. During the final semester, the faculty advisor will review the courses taken again and if approved, sign the warrant request form.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students are allowed to count graduate coursework from other institutions (up to 12 credits) toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, up to 7 credits numbered 400 or above may be counted toward the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. No credits may be counted toward the minimum graduate residence credit requirement. A course at the 300 level can only be transferred from a UW–Madison undergraduate program if it was taken as a technical elective (i.e., non-required course). Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

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With program approval, and payment of the difference in tuition, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW–Madison Special student toward the minimum undergraduate credit requirement and the minimum undergraduate coursework requirement. These credits may be counted toward the minimum undergraduate coursework (50%) requirement if they are in courses numbered 700 or above. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

PROBATION
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A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time), this will be deemed unsatisfactory progress and the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE
All students will be assigned a mechanical engineering faculty advisor who assists them in planning a course sequence that meets degrees requirements and who will discuss career objectives with the students.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

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Mechanical Engineering Grievance Procedures
If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students’ concerns about unfair treatment are best handled directly...
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1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.

2. Should a satisfactory resolution not be achieved, the student should contact the ME Graduate Committee Chair (https://docs.google.com/document/d/18F268f2Cq_CKw0aTcHKJu9RQA6t9xho/edit/#heading=h1fob9te) or Department Chair (https://docs.google.com/document/d/18F268f2Cq_CKw0aTcHKJu9RQA6t9xho/edit/#heading=h1fob9te) to discuss the grievance. The Graduate Committee Chair or Department Chair will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Compliance website (https://compliance.wisc.edu/). Other campus resources can be found above.

3. If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Graduate Committee Chair in writing, within 60 calendar days of the alleged unfair treatment.

4. On receipt of a written complaint, a faculty committee will be convened by the Graduate Committee Chair to manage the grievance. The faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.

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7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies & Procedures: https://grad.wisc.edu/acadpolicy/?policy=grievancesandappeals.

OTHER

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

PEOPLE

PROFESSORS
Darryl Thelen (Chair)
Christian Franck
Jaal Ghandhi
Dan Negrut
Gregory F. Nellis
Tim Osswald
Frank Pfefferkorn
John Pfotenhauer
Xiaoping Qian
Douglas Reindl
David Rothamer
Scott T. Sanders
Krishnan Suresh
Lih-sheng Tung

ASSOCIATE PROFESSORS
Peter Adamczyk
Mark Anderson
Melih Eriten
Katherine Fu
Sage Kokjohn
Tom N. Krupenkin
Franklin Miller
Sangkee Min
Mario F. Trujillo
Michael Zinn

ASSISTANT PROFESSORS
Joseph Andrews
Lianyi Chen
Corinne Henak
Wenxiao Pan
Pavana Prabhakar
Alejandro Roldan-Alzate
Josh Roth
Shiva Rudraraju
Stephan Rudykh
Dakota Thompson
Mike Wagner
Michael Wehner
Xiangru Xu

See also Mechanical Engineering Faculty Directory (https://directory.engr.wisc.edu/me/faculty/).
MECHANICAL ENGINEERING: MODELING AND SIMULATION IN MECHANICAL ENGINEERING, M.S.

This is a named option within the Mechanical Engineering M.S. (p. 1297)

The Department of Mechanical Engineering M.S. named option Modeling and Simulation in Mechanical Engineering is an accelerated, coursework only, on campus degree program (completed in 12 months) with a stated objective of endowing the student with computational engineering literacy and a strong modeling and simulation skillset. This degree program prepares individuals who are interested in mastering the use of computers for the end goal of solving challenging engineering problems via simulation.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
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<tr>
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<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3**</td>
</tr>
</tbody>
</table>

* 1) Due to COVID-19, GRE scores will not be required for applications to Mechanical Engineering graduate programs for admission to the Spring 2022, Summer 2022, and Fall 2022 terms.
2) Applicants earning a degree from the following UW-Madison B.S. programs are not required to submit GRE scores for the Master of Science in Mechanical Engineering, Modeling and Simulation in Mechanical Engineering application: (1) any program in the College of Engineering, (2) Computer Sciences, (3) Department of Biological Systems Engineering, or (4) the Applied Mathematics, Engineering and Physics program. All other applicants must submit GRE scores.

** Applicants earning a degree from the following UW-Madison B.S. programs are not required to obtain any letters of recommendation for the Master of Science in Mechanical Engineering, Modeling and Simulation in Mechanical Engineering application: (1) any program in the College of Engineering, (2) Computer Sciences, (3) Department of Biological Systems Engineering, or (4) the Applied Mathematics, Engineering and Physics program. To learn how to complete the “Recommendations” tab in the application, please review our webpage here: https://www.engr.wisc.edu/department/mechanical-engineering/academics/master-phd-degrees-mechanical-engineering/. All other applicants must submit a minimum of three letters of recommendation.

Students with a strong background in mechanical engineering or a related field with interest in furthering their education in mechanical engineering are encouraged to apply for admission to the department. Applicants accepted into the program generally have an undergraduate grade point average well above the graduate school minimum of 3.0 on a 4.0 scale. All applicants are required to take the Graduate Record Exam (GRE)*. Applications are evaluated on the basis of previous academic record, GRE scores, letters of recommendation, and a personal statement. For more information on admission requirements see the program’s website (https://www.engr.wisc.edu/department/mechanical-engineering/academics/master-phd-degrees-mechanical-engineering/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students in this program are NOT eligible for teaching assistant, research assistant, or project assistant positions as this is an accelerated coursework ONLY degree.

FEDERAL LOANS

Students who are U.S. citizens or permanent residents may be eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least 4 credits during the fall and spring semesters, and 2 credits during summer. Private loans are also available. Learn more about financial aid at their website (https://financialaid.wisc.edu/).

INTERNATIONAL STUDENT SERVICES FUNDING AND SCHOLARSHIPS

For information on International Student Funding and Scholarships visit the ISS website (https://iss.wisc.edu/students/new-students/funding-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

**Requirements Detail**

Minimum Credit Requirement: 30 credits

Minimum Residence Credit Requirement: 18 credits

Minimum Graduate Coursework Requirement: Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: Students must earn a C or above in all formal coursework. Students may not have more than two incompletes on their record at any one time.

Assessments and Examinations: None.

Language Requirements: No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M E 903</td>
<td>Graduate Seminar (Two semesters are required and must be taken in the first two semesters.)</td>
<td>0</td>
</tr>
<tr>
<td>M E 459</td>
<td>Computing Concepts for Applications in Engineering</td>
<td>3</td>
</tr>
</tbody>
</table>

A minimum of 4 courses (12 credits total) must be taken from the courses listed:

- M E 440 Intermediate Vibrations
- M E 451 Kinematics and Dynamics of Machine Systems
- M E 460 Applied Thermal / Structural Finite Element Analysis
- M E 468 Computer Modeling and Simulation of Autonomous Vehicles and Robots
- M E 531 Digital Design and Manufacturing
- M E/COMP SCI/ E C E 532 Matrix Methods in Machine Learning
- M E 535 Computer-Aided Geometric Design
- M E 548 Introduction to Design Optimization
- M E/COMP SCI/ I SY E 558 Introduction to Computational Geometry
- M E 564 Heat Transfer
- M E 573 Computational Fluid Dynamics
- M E 601 Special Topics in Mechanical Engineering (Applied & Computational Math w/Engineering Apps)
- M E/B M E 603 Topics in Bio-Medical Engineering (Finite Element Method for Biomechanics)
- M E/E C E 739 Advanced Robotics
- M E 748 Optimun Design of Mechanical Elements and Systems
- M E 751 Advanced Computational Dynamics
- M E 764 Advanced Heat Transfer I-Conduction
- M E 964 Special Advanced Topics in Mechanical Engineering (Topic: "Sci Computing for Apps in Eng")
- E M A 521 Aerodynamics
- E M A 522 Aerodynamics Lab

Advisor Approval of Study Plan

The faculty advisor must always approve the courses a student takes in the MS program. Students should schedule an appointment with their advisor when selecting their courses. During the final semester, the faculty advisor will review the courses taken again and if approved, sign the warrant request form.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students are allowed to count graduate coursework from other institutions (up to 12 credits) toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

UW–Madison Undergraduate
With advisor approval, up to 7 credits numbered 400 or above may be counted toward the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. No credits may be counted toward the minimum graduate residence credit requirement. A course at the 300 level can only be transferred from a UW–Madison undergraduate program if it was taken as a technical elective (i.e., non-required course). Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, and payment of the difference in tuition, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement and the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time), this will be deemed unsatisfactory progress and the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE
All students will be assigned a mechanical engineering faculty advisor who assists them in planning a course sequence that meets degree requirements and who will discuss career objectives with the students.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Mechanical Engineering Grievance Procedures
If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students' concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc.). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages and published handbooks for information. If such procedures exist at the local level, these should be investigated first. For more information see the Graduate School Academic Policies & Procedures: https://grad.wisc.edu/acadpolicy/?policy=grievancesandappeals. The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of...
Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.

2. Should a satisfactory resolution not be achieved, the student should contact the ME Graduate Committee Chair (https://docs.google.com/document/d/18F268f2Cq_CKw0TaKhJk9RQA6t9xho/edit/#heading=h1fob9te) or Department Chair (https://docs.google.com/document/d/18F268f2Cq_CKw0TaKhJk9RQA6t9xho/edit/#heading=h1fob9te) to discuss the grievance. The Graduate Committee Chair or Department Chair will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Compliance website (https://compliance.wisc.edu/). Other campus resources can be found above.

3. If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Graduate Committee Chair in writing, within 60 calendar days of the alleged unfair treatment.

4. On receipt of a written complaint, a faculty committee will be convened by the Graduate Committee Chair to manage the grievance. The faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.

5. The faculty committee will determine a decision regarding the grievance. The Graduate Committee Chair will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the School/College.

7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School's Academic Policies & Procedures: https://grad.wisc.edu/acadpolicy/?policy=grievancesandappeals.

OTHER

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

PROFESSORS

Darryl Thelen (Chair)
Christian Franck
Jaa Ghandhi
Dan Negrut
Gregory F. Nellis
Tim Osswald
Frank Pfefferkorn
John Pfotenhauer
Xiaoping Qian
Douglas Reindl
David Rothamer
Scott T. Sanders
Krishnan Suresh
Lih-sheng Tung

ASSOCIATE PROFESSORS

Peter Adamczyk
Mark Anderson
Melih Eriten
Katherine Fu
Sage Kokjohn
Tom N. Krupenkin
Franklin Miller
Sangkee Min
Mario F. Trujillo
Michael Zinn

ASSISTANT PROFESSORS

Joseph Andrews
Lianyi Chen
Corinne Henak
Wenxiao Pan
Pavana Prabhakar
Alejandro Roldan-Alzate
Josh Roth
Shiva Rudraraju
Stephan Rudykh
Dakota Thompson
Mike Wagner
Michael Wehner
Xiangru Xu

See also Mechanical Engineering Faculty Directory (https://directory.engr.wisc.edu/me/faculty/).
MECHANICAL ENGINEERING:
RESEARCH, M.S.

This is a named option in the Mechanical Engineering M.S. (p. 1297)

The Department of Mechanical Engineering offers a Master of Science (M.S.) Mechanical Engineering degree with a named option in Research. Students in this program will select one of two tracks: either the Thesis track or the Independent Study track. (Fall 2021 is the final term in which students can select the 'independent study' track. Students admitted to Spring 2022 and beyond will be required to follow the 'thesis' track.)

- M.S. Mechanical Engineering: Research (2 tracks)
  - Thesis
  - Independent Study (Fall 2021 is the final term in which students can select this track. Students admitted to Spring 2022 and beyond will be required to follow the 'thesis' track.)

The M.S. Mechanical Engineering: Research degree program takes approximately two years to complete. The thesis track has a significant research component giving students valuable hands-on research experience with mentoring by faculty in the Department of Mechanical Engineering. The independent study track has a stronger focus on coursework but also requires at least 3 credits of independent study mentored by faculty in the Department of Mechanical Engineering. (Fall 2021 is the final term in which students can select the 'independent study' track. Students admitted to Spring 2022 and beyond will be required to follow the 'thesis' track.)

All students are mentored by the world-class faculty in the mechanical engineering department at UW–Madison. For a list of mechanical engineering faculty along with faculty research interests, please visit our engineering faculty along with faculty research interests, please visit the faculty's website (linked from the directory page), and reviewing the faculty's website (linked from the directory page), and reviewing

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tr>
<td>Spring Deadline</td>
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</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
</tbody>
</table>

English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) | n/a

Letters of Recommendation Required | 3

*Due to COVID-19, GRE scores will not be required for applications to Mechanical Engineering graduate programs for admission to the Spring 2022, Summer 2022, and Fall 2022 terms.

Students with a strong background in mechanical engineering or a related field with interest in furthering their education in mechanical engineering are encouraged to apply for admission to the department. Applicants accepted into the program generally have an undergraduate grade point average well above the graduate school minimum of 3.0 on a 4.0 scale. All applicants are required to take the Graduate Record Exam (GRE). Applications are evaluated on the basis of previous academic record, GRE scores, letters of recommendation, and a personal statement. Applicants are strongly encouraged to identify a faculty (p. 1315) advisor during the application process. For more information on admission requirements see the department's MS degree website (https://www.engr.wisc.edu/department/mechanical-engineering/academics/master-phd-degrees-mechanical-engineering/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

There are three mechanisms for Graduate Student funding through the university for M.S. Mechanical Engineering: Research students:

1. Fellowships
2. Graduate assistantships: project assistantships, teaching assistantships, and research assistantships
3. Traineeships

Funding is awarded based on the qualifications of the student, the number of applicants, the amount of available funding, the number of continuing students receiving support, and the degree program a student is enrolled in. Fellowship and research assistantship funding is only considered for thesis-based M.S. students. You can apply for funding for research assistantships by contacting individual faculty members directly. Please check our website (http://directory.engr.wisc.edu/me/faculty/) to look for faculty (only those listed with titles of assistant professor, associate professor, or professor can serve as graduate student advisors). Search for faculty who have research interests that align closely with your own by viewing faculty directory entries, visiting the faculty's website (linked from the directory page), and reviewing
publications by the faculty member. Once you have identified faculty with interests close to your own, you are encouraged to contact them by email to inquire regarding available research assistant positions. The admissions office does not know if a particular professor has research assistant positions available.

Students who apply to the department will be automatically considered for fellowship opportunities within the department. For information on applying for teaching assistant positions and for other information on funding please see the department website (https://www.engr.wisc.edu/department/mechanical-engineering/contact/forms/).

More information on graduate student funding is available from the UW-Madison Graduate School (https://grad.wisc.edu/funding/).

ADDITIONAL RESOURCES

FEDERAL LOANS

Students who are U.S. citizens or permanent residents may be eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least 4 credits during the fall and spring semesters, and 2 credits during summer. Private loans are also available. Learn more about financial aid at their website (https://financialaid.wisc.edu/).

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For information on International Student Funding and Scholarships visit the ISS website (https://iss.wisc.edu/students/new-students/funding-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

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</tr>
</tbody>
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Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thesis track</td>
<td>21 credits</td>
</tr>
<tr>
<td>Independent Study</td>
<td>18 credits (Fall 2021 is the final term in which students can select this track. Students admitted to Spring 2022 and beyond will be required to follow the 'thesis' track.)</td>
</tr>
<tr>
<td>Overall Graduate GPA</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Two semesters of M E 903 Graduate Seminar are required. These should be taken the first two semesters the student is in residence.

Thesis Track Required Courses:

A minimum of 18 formal course credits (minimum of 9 formal course credits in ME taken at UW–Madison); at least 3 of these credits must be numbered 700 or higher, and a minimum of 9 thesis credits (M E 790 Master’s Research and Thesis).

Independent Study Track Required Courses: (Fall 2021 is the final term in which students can select this track. Students admitted to Spring 2022 and beyond will be required to follow the 'thesis' track.)

A minimum of 24 formal course credits (minimum of 15 formal course credits in ME taken at UW–Madison); at least 3 of these credits must be numbered 700 or higher, and a minimum of 3 independent study credits (M E 699 Advanced Independent Study).

Advisor Approval of Study Plan

The faculty advisor must always approve the courses a student takes in the MS program. Students should schedule an appointment with their adviser when selecting their courses. During the final semester, the faculty advisor will review the courses taken again and if approved, sign the warrant request form.
POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count previously earned graduate coursework from other institutions: up to 9 credits of graduate coursework for the thesis track or up to 12 credits of graduate coursework for the independent study track. Approved credits will be allowed to count toward the minimum graduate degree credit requirement and the minimum graduate coursework requirement, but will not count toward the minimum graduate residence credit requirement.

Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

Up to 7 credits numbered 400 or above can be counted toward the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are from courses numbered 700 or above. No credits can be counted toward the minimum graduate residence credit requirement.

A course at the 300 level can only be transferred from a UW-Madison undergraduate program if it was taken as a technical elective (i.e., non-required course). Coursework earned five years or more prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, and payment of the difference in tuition, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW-Madison Special student toward the minimum graduate residence credit requirement and the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. Coursework earned five years or more prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits.

This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

All students are required to obtain a mechanical engineering faculty advisor who assists them in planning a course sequence that meets degree requirements and who will discuss career objectives with the students.

An M.S. thesis committee must include the student's mechanical engineering faculty advisor and at least two other members: one other graduate faculty or former graduate faculty up to one year after resignation or retirement, and one of the following: a third graduate faculty member, a retired faculty member with emeritus status, or a UW–Madison research scientist with principal investigator status who has been approved by the M E executive committee.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosodef.umd.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosodef.umd.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://www.eao.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Mechanical Engineering Grievance Procedures

If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students' concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab
manager, etc.). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages and published handbooks for information. If such procedures exist at the local level, these should be investigated first. For more information see the Graduate School Academic Policies & Procedures: https://grad.wisc.edu/acadpolicy/?policy=grievancesandappeals. The Assistant Dean for Graduate Affairs (engr-dean-graduateaffairs@engr.wisc.edu) provides overall leadership for graduate education in the College of Engineering (CoE), and is a point of contact for graduate students who have concerns about education, mentoring, research, or other difficulties.

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.

2. Should a satisfactory resolution not be achieved, the student should contact the ME Graduate Committee Chair (https://docs.google.com/document/d/18F268f2Cq_CKwOaTcHKJu9RQA6ti9xho/edit/#heading=h1fob9te) or Department Chair (https://docs.google.com/document/d/18F268f2Cq_CKwOaTcHKJu9RQA6ti9xho/edit/#heading=h1fob9te) to discuss the grievance. The Graduate Committee Chair or Department Chair will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Compliance website (https://compliance.wisc.edu/). Other campus resources can be found above.

3. If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Graduate Committee Chair in writing, within 60 calendar days of the alleged unfair treatment.

4. On receipt of a written complaint, a faculty committee will be convened by the Graduate Committee Chair to manage the grievance. The faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.

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6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the School/College.

7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School's Academic Policies & Procedures: https://grad.wisc.edu/acadpolicy/?policy=grievancesandappeals.
MECHANICAL ENGINEERING, PH.D.

The doctoral program in the Department of Mechanical Engineering prepares students to perform independent research in areas of faculty expertise within the department. The Ph.D. program in Mechanical Engineering is designed to train outstanding students for advanced work in industry, national labs, and academia through a combination of coursework and hands on research.

Ph.D. students are mentored by faculty to become world-class researchers. The Department of Mechanical Engineering has a long history of excellence in graduate education. The department is consistently ranked in the top 20 in the United States for graduate programs in mechanical engineering. The department offers research opportunities in a large number of established and emerging research specializations. Broad research themes within the department include: biomechanics, computational engineering, energy, manufacturing, and mechanics and controls. Excellent research facilities are available for specialized research within these broad areas for studies in: biomechanics, combustion, computational design, controls, cryogenics, dynamics and vibrations, fluid dynamics, fluid power, geometric modeling and prototyping, heat and mass transfer, internal combustion engines, laser diagnostics, manufacturing processes, mechanics, mechatronics, polymer and composites processing, powertrain control, robotics, solar energy, and more.

For a list of mechanical engineering faculty along with faculty research interests, please visit our faculty directory (https://directory.engr.wisc.edu/display.php/faculty/?page=me&search=faculty). For more information on research areas see our page on research in Mechanical Engineering (https://www.engr.wisc.edu/department/mechanical-engineering/research-in-mechanical-engineering/).

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
</tbody>
</table>

Letters of Recommendation Required

*Due to COVID-19, GRE scores will not be required for applications to Mechanical Engineering graduate programs for admission to the Spring 2022, Summer 2022, and Fall 2022 terms.

Students with a strong background in mechanical engineering or a related field with interest in furthering their education in mechanical engineering are encouraged to apply for admission to the department. Applicants accepted into the program generally have an undergraduate grade point average well above the graduate school minimum of 3.0 on a 4.0 scale. All applicants are required to take the Graduate Record Exam (GRE). Applications are evaluated on the basis of previous academic record, GRE scores, letters of recommendation, and a personal statement. Applicants are strongly encouraged to identify a faculty (p. 1320) advisor during the application process. For more information on admission requirements see the department’s PhD degree website (https://www.engr.wisc.edu/department/mechanical-engineering/academics/master-phd-degrees-mechanical-engineering/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

There are three mechanisms for Graduate Student funding through the university for Mechanical Engineering Ph.D. students:

1. Fellowships
2. Graduate assistantships: project assistantships, teaching assistantships, and research assistantships
3. Traineeships

Funding is awarded based on the qualifications of the student, the number of applicants, the amount of available funding, and the number of continuing students receiving support. You can apply for funding for research assistantships by contacting individual faculty members directly. Please check our website (http://directory.engr.wisc.edu/me/faculty/) to look for faculty (only those listed with titles of assistant professor, associate professor, or professor can serve as graduate student advisors). Search for faculty who have research interests that align closely with your own by viewing faculty directory entries, visiting the faculty's website (linked from the directory page), and reviewing publications by the faculty member. Once you have identified faculty with interests close to your own, you are encouraged to contact them by email to inquire regarding available research assistant positions. The admissions office does not know if a particular professor has research assistant positions available.

Students who apply to the department will be automatically considered for fellowship opportunities within the department.

See the ME forms website (https://www.engr.wisc.edu/department/mechanical-engineering/contact/forms/) for application forms for the
positions of teaching assistant and grader. Please complete and return to the ME Department Office (3107 Mechanical Engineering Building).

**ADDITIONAL RESOURCES**

**FEDERAL LOANS**

Students who are U.S. citizens or permanent residents may be eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least 4 credits during the fall and spring semesters, and 2 credits during summer. Private loans are also available. Learn more about financial aid at their website (https://financialaid.wisc.edu/).

**INTERNATIONAL STUDENT SERVICES FUNDING AND SCHOLARSHIPS**

For information on International Student Funding and Scholarships visit the ISS website (https://iss.wisc.edu/students/new-students/funding-scholarships/).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW–Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>60</td>
</tr>
</tbody>
</table>

**Minimum Residence Credit Requirement**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>32</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement

Half of degree coursework (30 credits out of 60 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement

3.25 GPA required.

Other Grade Requirements

Students must earn a C or above in all formal coursework. Ph.D. candidates may not have any more than two Incompletes on their record at any one time.

Assessments and Examinations

The Ph.D. candidate will need to pass a qualifying exam, preliminary exam, and a final defense in order to obtain a degree.

Language Requirements

No language requirements.

Doctoral Minor/Breadth

All doctoral students are required to complete a minor. Students pursuing an Option B (distributed) minor must take a minimum of 12 course credits. The coursework should form a coherent group of courses for which the graduate credit is allowed. The approval of the advisor and the graduate committee are required.

**REQUIRED COURSES**

Two semesters of M E 903 Graduate Seminar are required. These should be taken the first two semesters the student is in residence. If an M.S. degree is received at UW–Madison, additional M E 903 credits are not required.

A minimum of 42 formal course credits beyond the B.S. degree. This includes a minimum of 15 credits (usually five courses) numbered 700 or higher (excluding M E 964 Special Advanced Topics in Mechanical Engineering courses unless specifically approved). 12 credits (usually four courses) of the 700-level courses must be taken at UW–Madison. A minimum of 6 credits (usually two courses) of the 700-level courses must be in Mechanical Engineering at UW–Madison. A minimum of one (3 or more - credit) math course. The following courses would satisfy the math course requirement:

**Code**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M E 601</td>
<td>Special Topics in Mechanical Engineering (Topic &quot;Computational Math w/Engr Apps&quot;)</td>
<td></td>
</tr>
<tr>
<td>M E 964</td>
<td>Special Advanced Topics in Mechanical Engineering (Topics: &quot;App &amp; Comp Math w/ Eng Apps&quot; OR &quot;Comp Math with Apps in Eng&quot; OR &quot;Sci Computing for Apps in Eng&quot;)</td>
<td></td>
</tr>
<tr>
<td>E M A/E P 476</td>
<td>Introduction to Scientific Computing for Engineering Physics</td>
<td></td>
</tr>
<tr>
<td>E M A/E P 547</td>
<td>Engineering Analysis I</td>
<td></td>
</tr>
<tr>
<td>E M A/E P 548</td>
<td>Engineering Analysis II</td>
<td></td>
</tr>
<tr>
<td>MATH 321</td>
<td>Applied Mathematical Analysis</td>
<td></td>
</tr>
<tr>
<td>MATH 322</td>
<td>Applied Mathematical Analysis</td>
<td></td>
</tr>
</tbody>
</table>

400-level and above Math Department courses

Graduate "transfer credits" equivalent to the above

Acceptable courses for the remainder of the required 42 formal course credits (this total includes the courses taken for the PhD minor...
requirement) are those numbered 400 and above. Up to two 300-level courses in engineering, math, or the sciences taken at UW-Madison can also be used towards the formal course credit requirement. The 300-level courses can be from Mechanical Engineering if approved by the student's advisor and the ME graduate committee.

Minimum of 18 thesis credits (M E 790 Master's Research and Thesis, M E 890 PhD Research and Thesis, M E 990 Dissertator Research and Thesis) are required with an overall grade of S.

### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### MAJOR-SPECIFIC POLICIES

#### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

With program approval, students are allowed to count up to 24 credits of graduate coursework from other institutions toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW-Madison Undergraduate**

Up to 7 credits numbered 400 or above can be counted toward the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are from courses numbered 700 or above. No credits can be counted toward the minimum graduate residence credit requirement. A course at the 300 level can only be transferred from a UW-Madison undergraduate program if it was taken as a technical elective (i.e., non-required course). Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW-Madison University Special**

With program approval, and payment of the difference in tuition, students are allowed to count up to 15 credits of coursework numbered 400 or above taken as a UW-Madison Special student toward the minimum graduate residence credit requirement and the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

A semester GPA below 3.25 will result in the student being placed on academic probation. If a semester GPA of 3.25 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time), this will be deemed unsatisfactory progress and the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the department.

### ADVISOR / COMMITTEE

All students must have a mechanical engineering faculty advisor who assists them in planning a course sequence that meets degree requirements, who helps guide them and mentor them in their research, and who will discuss career objectives with the student. A qualifying exam committee must include the student’s mechanical engineering faculty advisor and two other mechanical engineering faculty members. A preliminary committee must include the student’s mechanical engineering faculty advisor and at least three other members who will also serve on the final oral defense committee. A final oral defense committee must include the student’s mechanical engineering faculty advisor and at least four other members, three other graduate faculty or former graduate faculty up to one year after resignation or retirement, and one of the following: another graduate faculty, a retired faculty member with emeritus status, or a UW-Madison research scientist with principal investigator status who has been approved by the ME executive committee. At least one faculty member on the committee must be from outside of the ME department.

### CREDITS PER TERM ALLOWED

15 credits

### TIME CONSTRAINTS

Students entering the PhD program without an MS or equivalent degree must take the qualifying exam no later than the second time it is offered after completion of 30 graduate credits regardless of whether the student chooses to complete an MS degree. Students completing 30 graduate credits in the fall semester must take the qualifying exam no later than the following August, and students completing 30 graduate credits in the spring semester or summer sessions must take the qualifying exam no later than the following January.

Students entering the PhD program immediately after earning an MS degree in Mechanical Engineering from UW-Madison must take the qualifying exam no later than the second time it is offered after completing their MS degree. Students graduating in the fall semester must take the qualifying exam no later than the following August, and students graduating in the spring or summer semesters must take the qualifying exam no later than the following January.

Students entering the PhD program with an MS degree either from another department or institution, or who are returning to UW-Madison with an MS degree after an absence, must take the qualifying exam before the start of their third semester, allowing students two full semesters (fall/spring) of classes before taking the exam. Students entering the program in the summer session or fall semester need to
take the qualifying exam no later than the following August, and students entering in the program in the spring semester need to take the qualifying exam no later than the following January.

Ph.D. students must complete their preliminary exam within five years of passing their qualifying exam.

The preliminary exam must be passed at least 9 months prior to the thesis defense.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

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4. On receipt of a written complaint, a faculty committee will be convened by the Graduate Committee Chair to manage the grievance. The faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.

5. The faculty committee will determine a decision regarding the grievance. The Graduate Committee Chair will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the School/College.

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OTHER

n/a
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Demonstrate an extraordinary, deep understanding of mathematical, scientific, and engineering principles in the field.
2. Demonstrate an ability to formulate, analyze, and independently solve advanced engineering problems.
3. Apply the relevant scientific and technological advancements, techniques, and engineering tools to address these problems.
4. Recognize and apply principles of ethical and professional conduct.
5. Demonstrate an ability to synthesize knowledge from a subset of the biological, physical, and/or social sciences to help frame problems critical to the future of their discipline.
6. Demonstrate an ability to conduct original research and communicate it to their peers.

PEOPLE

PROFESSORS
Darryl Thelen (Chair)
Christian Franck
Jaal Ghandhi
Dan Negrut
Gregory F. Nellis
Tim Osswald
Frank Pfefkerkorn
John Pfotenhauer
Xiaoping Qian
Douglas Reindl
David Rothamer
Scott T. Sanders
Krishnan Suresh
Lih-sheng Turng

ASSOCIATE PROFESSORS
Peter Adamczyk
Mark Anderson
Melih Eriten
Katherine Fu
Sage Kokjohn
Tom N. Krupenkin
Franklin Miller
Sangkee Min
Mario F. Trujillo
Michael Zinn

ASSISTANT PROFESSORS
Joseph Andrews
Lianyi Chen
Corinne Henak
Wenxiao Pan

Pavana Prabakar
Alejandro Roldan-Alzate
Josh Roth
Shiva Rudraraju
Stephan Rudykh
Dakota Thompson
Mike Wagner
Michael Wehner
Xiangru Xu

See also Mechanical Engineering Faculty Directory (https://directory.engr.wisc.edu/me/faculty/).

MEDICAL HISTORY AND BIOETHICS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• History of Medicine, Doctoral Minor (p. 1320)

PEOPLE

Faculty: Professors Lederer (chair), Hausman, Keller, Mitman, Ossorio, Streiffer; Associate Professors Gomez, Kelleher, Nelson, Schwarz; Assistant Professor Kreitmair

HISTORY OF MEDICINE, DOCTORAL MINOR

The Department of Medical History and Bioethics, which offers the doctoral minor in History of Medicine, offers graduate instruction in the history of American, European and non-Western medicine and public health.

The department welcomes graduate students from a variety of backgrounds in the sciences and humanities and allows students flexibility in meeting their academic needs.

REQUIREMENTS

Students must take 9 credits from the Medical History and Bioethics (http://guide.wisc.edu/courses/med_hist/) subject to complete the doctoral minor.

PEOPLE

Faculty: Professors Lederer (chair), Hausman, Keller, Mitman, Ossorio, Streiffer; Associate Professors Gomez, Kelleher, Nelson, Schwarz; Assistant Professor Kreitmair
MEDICAL PHYSICS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Medical Physics, Doctoral Minor (p. 1321)
- Medical Physics, M.S. (p. 1321)
- Medical Physics, Ph.D. (p. 1326)

PEOPLE

Faculty:

Professors: Hall (interim chair), Alexander, Bayouth, Block, Campagnola, Chen, Christian, DeJesus, DeWerd, Eliceiri, Emborg, Fain, Grist, Henderson, Jeraj, Korosec, Meyerand, Reeder, Varghese, Wakai, Wieben;

Associate Professors: Birn, Brace, Bednarz, Cai, Emborg, Ranallo, Speidel, Sczykutowicz, Vetter, Weichert;

Assistant Professors: Culberson, Ellison, Engle, Hernandez, Hernando, Johnson, Li, McMillan, Nagle, Prabhakaran, Rosado-Mendez, Smilowitz;

Emeritus Professors: DeJesus, DeLuca, Holden, Mackie, Mistretta, Nickles, Paliwal, Peppler, Thomadsen, Zagzebski

MEDICAL PHYSICS, M.S.

One of the basic science departments of the UW–Madison School of Medicine and Public Health, the Department of Medical Physics offers comprehensive training in diagnostic and therapeutic medical physics and in health physics. Achievement of the M.S. degree in this department reflects strong scholarship in one of the top medical physics programs in North America. Graduates are prepared for teaching and/or research positions in universities, national laboratories, or in the medical and nuclear technology industries. Graduates are also prepared for admission into medical physics residency programs to become board eligible for clinical medical physics positions.

Medical physicists may participate professionally in the treatment of patients, in advanced medical imaging and diagnostic procedures, or in related areas of research and teaching. Health physicists may operate radiation protection programs at nuclear industrial facilities, hospitals, or laboratories, or may perform research on methods of measuring ionizing radiations (i.e., dosimetry).

A unique quality of the medical physics program is the broad range of expertise and research interests of the faculty. Students receive training in diagnostic x-ray physics, x-ray computerized tomography (CT), magnetic resonance imaging (MRI) and spectroscopy, nuclear medicine and positron emission tomography (PET) imaging, biomagnetism, medical ultrasound, elastography, radiation dosimetry, radiation treatment planning, and radiobiology.

The department also houses the Medical Radiation Research Center and the Accredited Dosimetry Calibration Laboratory, one of four in the US accredited by the American Association of Physicists in Medicine. In addition, the department provides clinical support services to the radiology and human oncology departments. It also operates a PET radiotracer production facility (with two cyclotrons available), a medical image analysis laboratory, and a small bore MRI scanner and photoacoustic ultrasound system in the Small Animal Imaging Facility. Each of these facilities provides unique training and support opportunities for graduate students. Access to state-of-the-art x-ray angiography, CT, MRI, and PET/CT and PET/MR systems is readily available.

MEDICAL PHYSICS, DOCTORAL MINOR

Admissions to the Medical Physics, Doctoral Minor have been suspended as of fall 2018 and will be discontinued as of fall 2022. If you have any questions, please contact the department.

REQUIREMENTS

A candidate for a Ph.D. degree in a department other than Medical Physics who wishes to minor in Medical Physics is required to complete a minimum of 9 credits of courses. The Medical Physics Graduate Committee Chair, Professor Tomy Varghese, tvarghese@wisc.edu, should be consulted for detailed information.

PEOPLE

Faculty:

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ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>November 15 for international applicants; December 1 for domestic applicants</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
</tbody>
</table>
The application includes:

- Experience, letters of recommendation, and personal statement of judged on the basis of a student's previous academic record, research

Admission to the graduate program is competitive. Applications are for admission and financial support to begin the following fall. International applications are due November 15, to ensure consideration supporting documentation by December 1 (for domestic applications; applying for admission should submit an online application and all

Beginning graduate students should start their studies in the fall semester, as the course sequence is based on that assumption. Students applying for admission should submit an online application and all supporting documentation by December 1 (for domestic applications; international applications are due November 15), to ensure consideration for admission and financial support to begin the following fall.

Admission to the graduate program is competitive. Applications are judged on the basis of a student's previous academic record, research experience, letters of recommendation, and personal statement of reasons for interest in graduate study in medical physics.

The application includes:

- The online application to the Graduate School
- Payment of the application fee
- Electronic copy of CV/resume (include awards, fellowships, and scholarships received, publications, volunteer activities, and research experience)
- Applicant data sheet
- Personal statement of reasons for interest in graduate study in medical physics. The personal statement should include your reasons for graduate study, why medical physics, your future career goals as it relates to a PhD (or MS) in medical physics and your area(s) of research interest. It is advantageous to also research and include the faculty member(s) with whom you would like to work. The personal

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The department typically supports 85–95 percent of all students enrolled in the medical physics graduate program through department or university fellowships, research or teaching assistantships, or NIH NRSA training grant appointments. All awards include a comprehensive health insurance program and remission of tuition. The student is responsible for segregated fees. While most of the students in the program are funded, less than one-fifth of the students in the Medical Physics Graduate Program are terminal M.S. degree students, and financial support for terminal M.S. degree students is not guaranteed.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

Funding

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MAJOR REQUIREMENTS

MODE OF INSTRUCTION

Face to Face | Evening/Weekend | Online | Hybrid | Accelerated
--- | --- | --- | --- | ---
Yes | No | No | No | No

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement

- Minimum Credit Requirement: 40 credits
- Minimum Residence Credit Requirement: 37 credits
- Minimum Graduate Coursework Requirement: Half of degree coursework (20 credits out of 40 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement

- 3.00 GPA required.

Other Grade Requirements

- The Graduate School requires an average GPA of 3.00 or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

- Candidates are expected to take an oral PhD qualifying examination by the end of the second year of study. Contact the department for more information.
- Students expecting to continue with the PhD must pass the qualifying exam and will be granted the MS degree. Students who wish to receive only the MS degree may complete a thesis or pass the qualifying exam.

Language Requirements

- No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MED PHYS/</td>
<td>Radiation Physics and Dosimetry</td>
<td>3</td>
</tr>
<tr>
<td>B M E/H ONCOL/PHYSICS 501</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MED PHYS/</td>
<td>Physics of Radiotherapy</td>
<td>3</td>
</tr>
<tr>
<td>B M E 566</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MED PHYS/N E 569</td>
<td>Health Physics and Biological Effects</td>
<td>3</td>
</tr>
<tr>
<td>MED PHYS/</td>
<td>Medical Image Science: Mathematical and Conceptual</td>
<td>3</td>
</tr>
<tr>
<td>B M E 573</td>
<td>Foundations</td>
<td></td>
</tr>
<tr>
<td>MED PHYS/</td>
<td>Imaging in Medicine: Applications</td>
<td>3</td>
</tr>
<tr>
<td>B M E 574</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MED PHYS/</td>
<td>Non-Ionizing Diagnostic Imaging</td>
<td>4</td>
</tr>
<tr>
<td>B M E 578</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MED PHYS/</td>
<td>The Physics of Medical Imaging with Ionizing Radiation</td>
<td>4</td>
</tr>
<tr>
<td>B M E 580</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MED PHYS/</td>
<td>Radiation Production and Detection</td>
<td>4</td>
</tr>
<tr>
<td>PHYSICS 588</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MED PHYS 510</td>
<td>Fundamentals of Cellular, Molecular, and Radiation Biology</td>
<td>3</td>
</tr>
<tr>
<td>MED PHYS 671</td>
<td>Selected Topics in Medical Physics</td>
<td>2</td>
</tr>
<tr>
<td>MED PHYS 701</td>
<td>Ethics and the responsible conduct of research and</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>practice of Medical Physics</td>
<td></td>
</tr>
<tr>
<td>MED PHYS 900</td>
<td>Journal Club and Seminar</td>
<td>4</td>
</tr>
</tbody>
</table>

Advanced Course - In consultation with their advisor/committee, student select one MED PHYS course at the 600 level or above.

Total Credits

- 40

1 Students will take MED PHYS 900 Journal Club and Seminar four semesters for 1 credit each semester for a total of 4 credits.

2 Students may not take MED PHYS 662, MED PHYS 663, MED PHYS 664, MED PHYS 665, MED PHYS 666. MED PHYS 701, MED PHYS 900, MED PHYS 990 do not count towards this requirement.

Health Physics Track

In addition to the above requirements, students completing the Health Physics emphasis must take the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>N E 427</td>
<td>Nuclear Instrumentation Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>N E 571</td>
<td>Economic and Environmental Aspects of Nuclear Energy</td>
<td>3</td>
</tr>
<tr>
<td>MED PHYS 699</td>
<td>Independent Reading or Research</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>One (1) credit of an independent reading course (699)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>on Health Physics Rules and Regulations.</td>
<td></td>
</tr>
</tbody>
</table>

An exemption from the Core Curriculum requirement requires the approval of the Graduate Program Director. If the entirety of the Core Curriculum is not taken, the student will not satisfy the CAMPEP Core Curriculum requirement.

3 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 3 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to the master's degree program is not allowed to satisfy requirements.
UW–Madison Undergraduate
With program approval, 7 credits in medical physics courses from a UW–Madison undergraduate degree above the undergraduate graduation requirements are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 15 credits of coursework numbered 500 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to the master’s degree program is not allowed to satisfy requirements.

PROBATION
For a graduate student in the Medical Physics Department who is a research assistant, fellow or trainee, to be making satisfactory progress, he/she must:

1. Obtain at least a 3.0 GPA in the most recent semester. Grades in all research courses and courses with grades of P, F, S or U are excluded from the average. A student who fails to make satisfactory progress may be withdrawn from the department. In exceptional cases, the department chair may grant permission to continue for a specified probationary period.

2. Maintain a minimum cumulative GPA of 3.0 for all courses taken while in the Medical Physics program and for all Department of Medical Physics courses. All research courses and all courses with grades of P, F, S or U are excluded from the average.

3. Have taken the oral PhD qualifying examination by the end of the 4th semester of study. If a basic (low level) pass is not obtained on the first attempt, the second (and last) attempt to pass the oral PhD qualifying examination must be made no later than the 4th semester.

Any student, who fails to meet the requirements of 1–3 above, will be placed on probation. Failure in the first semester of probation to obtain a 3.0 average for the semester and a cumulative GPA of at least 3.0 will result in termination unless the student’s advisor requests and the department and the Graduate School approves, continued enrollment. The particular courses which count toward the GPA in any probationary semester must be approved in writing by the student’s advisor and the Medical Physics Graduate Committee Chairman in order for the work to count toward returning the student to good standing.

ADVISOR / COMMITTEE
Candidates must acquire a major professor/advisor by the beginning of the second semester of study.

Medical Physics students will form a Pre-Dissertation Mentoring Committee after matriculation into the program. The student will form this 3-member committee, comprised of two primary medical physics faculty members along with his/her research mentor, and meet with the committee once a year until the Preliminary Exam is completed successfully and the student becomes a dissertator.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
The qualifying examination should be taken by the end of the second year. All M.S. degree course requirements should be completed by the end of the second year of study.

M.S. students who have been absent for five or more consecutive years lose all credits that they have earned before their absence.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Medicine and Public Health
Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the “Research” tab of the SMPH intranet (https://hr.wisc.edu/policies/gapp/#grievance-procedure)

Exclusions
This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and
Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor’s name on the program’s Guide page and handbook. The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of, with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program’s faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.
   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.
7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits
Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER
Terminal M.S. degree students are generally self funded.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates, critiques, and/or elaborates theories, research methods, and approaches to inquiry or schools of practice in the field of medical physics.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of medical physics.
3. Selects and/or utilizes the most appropriate methodologies and practices.
4. Evaluates and/or synthesizes information pertaining to questions or challenges in the field of medical physics.
5. Communicates clearly in both oral and written formats.
6. Fosters ethical and professional conduct.

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ACCREDITATION

Accreditation
Commission on Accreditation of Medical Physics Education Programs (http://www.campep.org)


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A unique quality of the medical physics program is the broad range of expertise and research interests of the faculty. Students receive training in diagnostic x-ray physics, x-ray computerized tomography (CT), magnetic resonance imaging (MRI) and spectroscopy, nuclear medicine and positron emission tomography (PET) imaging, biomagnetism, medical ultrasound, elastography, radiation dosimetry, radiation treatment planning, and radiobiology.

The department also houses the Medical Radiation Research Center and the Accredited Dosimetry Calibration Laboratory, one of four in the US accredited by the American Association of Physicists in Medicine. In addition, the department provides clinical support services to the radiology and human oncology departments. It also operates a PET radiotracer production facility (with two cyclotrons available), a medical image analysis laboratory, and a small bore MRI scanner and photoacoustic ultrasound system in the Small Animal Imaging Facility. Each of these facilities provides unique training and support opportunities for graduate students. Access to state-of-the-art x-ray angiography, CT, MRI, and PET/CT and PET/MR systems is readily available.

The Ph.D. degree is primarily a research degree that extends the student’s depth of knowledge in one of the specialty areas. Faculty positions at universities, research positions, and an increasing number of clinical physics positions require the Ph.D. degree. Medical physics faculty maintain close collaborative ties with faculty in other departments, including human oncology, radiology, cardiology, medicine, psychiatry, pharmacology, and biomedical engineering, broadening the scope of research opportunities open to medical physics students and providing access to sophisticated clinical facilities.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).
Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

** Requirements **

| Fall Deadline | November 15 for international applicants; December 1 for domestic applicants |
| Spring Deadline | The program does not admit in the spring. |
| Summer Deadline | The program does not admit in the summer. |
| GRE (Graduate Record Examinations) | Required.* |
| English Proficiency Test | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency). |
| Other Test(s) (e.g., GMAT, MCAT) | n/a |

Letters of Recommendation &
Required

* Due to COVID-19, there have been challenges for students attempting to take the GRE. For students applying for Fall 2021, the GRE requirement is optional. Regardless of whether GRE scores are submitted, all applications will be held in equal regard.

About 80–90 applicants per year apply to the medical physics program. Each fall, the program admits 10–20 students. This results in an average enrollment of approximately 100 students each semester. Less than one-tenth of the students pursue the M.S. degree as a terminal degree, and the remainder continue on to the PhD.

A bachelor’s degree in physics is considered the best preparation for graduate study in medical physics, but majors such as nuclear engineering, biomedical engineering, electrical engineering, or chemistry may also be acceptable. The student’s math background should include calculus, differential equations, linear algebra, and Fourier analysis, such as might be learned in modern optics or undergraduate quantum theory. Some facility in computer programming and electronic instrumentation is desirable. One year of chemistry, a year of biology, and an introductory course in physiology are also advantageous.

Beginning graduate students should start their studies in the fall semester, as the course sequence is based on that assumption. Students applying for admission should submit an online application and all supporting documentation by December 1 (for domestic applications; international applications are due November 15), to ensure consideration for financial support to begin the following fall.

Admission to the program is competitive. Applications are judged on the basis of a student’s previous academic record, research experience, letters of recommendation, and personal statement of reasons for interest in graduate study in medical physics.

The application includes:

- The online application to the Graduate School
- Payment of the application fee

- Electronic copy of resume/CV (include awards, fellowships, and scholarships received, publications, volunteer activities, and research experience)
- Applicant data sheet
- Personal statement of reasons for interest in graduate study in medical physics. The personal statement should include your reasons for graduate study, why medical physics, your future career goals as it relates to a PhD (or MS) in medical physics and your area(s) of research interest. It is advantageous to also research and include the faculty member(s) with whom you would like to work. The personal statement should be no more than 3 pages, single-spaced, 11 point font or larger
- Transcripts from all academic institutions of study (scan and upload)
- Recommendation letters from people who can attest to your ability to be successful in the PhD program due to your experience, academics, etc.(submitted electronically through the online application)

** FUNDING **

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The department typically supports 85–95 percent of students enrolled in the medical physics graduate program through department or university fellowships, research or teaching assistantships, or NIH NRSA training grant appointments. All awards include a comprehensive health insurance program and remission of tuition. The student is responsible for segregated fees.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
CURRICULAR REQUIREMENTS

Requirements| Detail |
---|---|
> Minimum Credit Requirement | 54 credits |
> Minimum Residence Credit Requirement | 42 credits |
> Minimum Graduate Coursework Requirement | Seventy-five percent of degree coursework (40 credits out of 54 total credits) must be in graduate-level coursework. Courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle) and the program for more specific information. |
> Overall Graduate GPA Requirement | 3.00 GPA required. |
> Other Grade Requirements | The Graduate School requires an average GPA of 3.00 or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. |
> Assessments and Examinations | Candidates are expected to take the Oral Qualifying Examination by the end of the 4th semester of study, and to take the PhD Preliminary Examination by the end of the third year of study. Permission of the Department Chair is required if the PhD Preliminary Examination must be taken after the end of the third year. Defense of a dissertation is required within five years of successful completion of the PhD Preliminary Examination. |
> Language Requirements | No language requirements. |
> Doctoral Minor/Breadth Requirements | A doctoral minor is not required for students in the Medical Physics Graduate Program as graduate students enroll in sufficient breadth courses required for completing the "CAMPEP Track" in our graduate program (>98% of students). However, a student can complete a minor offered by another graduate program at UW-Madison, if desired and with the approval of his/her advisor. Please see the Medical Physics Graduate Student Handbook (https://www.medphysics.wisc.edu/wp/graduate-program) for more information. |

Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MED PHYS/B M E/H ONCOL/PHYSICS 501</td>
<td>Radiation Physics and Dosimetry</td>
<td>3</td>
</tr>
<tr>
<td>MED PHYS/B M E 566</td>
<td>Physics of Radiotherapy</td>
<td>3</td>
</tr>
<tr>
<td>MED PHYS/N E 569</td>
<td>Health Physics and Biological Effects</td>
<td>3</td>
</tr>
<tr>
<td>MED PHYS/B M E 573</td>
<td>Medical Image Science: Mathematical and Conceptual Foundations</td>
<td>3</td>
</tr>
<tr>
<td>MED PHYS/B M E 574</td>
<td>Imaging in Medicine: Applications</td>
<td>3</td>
</tr>
<tr>
<td>MED PHYS/B M E 578</td>
<td>Non-Ionizing Diagnostic Imaging</td>
<td>4</td>
</tr>
<tr>
<td>MED PHYS/B M E 580</td>
<td>The Physics of Medical Imaging with Ionizing Radiation</td>
<td>4</td>
</tr>
<tr>
<td>MED PHYS/PHYSICS 588</td>
<td>Radiation Production and Detection</td>
<td>4</td>
</tr>
<tr>
<td>MED PHYS 510</td>
<td>Fundamentals of Cellular, Molecular, and Radiation Biology</td>
<td>3</td>
</tr>
<tr>
<td>MED PHYS 671</td>
<td>Selected Topics in Medical Physics (Topic: Anatomy and Physiology)</td>
<td>2</td>
</tr>
<tr>
<td>MED PHYS 701</td>
<td>Ethics and the responsible conduct of research and practice of Medical Physics</td>
<td>1</td>
</tr>
<tr>
<td>MED PHYS 900</td>
<td>Journal Club and Seminar</td>
<td>4</td>
</tr>
<tr>
<td>MED PHYS 990</td>
<td>Journal Club and Seminar</td>
<td>9</td>
</tr>
</tbody>
</table>

Advanced Coursework - In consultation with their advisor/committee, students select nine credits of MED PHYS at the 600 level or above. Students take MED PHYS 990 credits to reach the minimum credit requirement. Total Credits 54

1 Students will take MED PHYS 900 Journal Club and Seminar four semesters for 1 credit each semester for a total of 4 credits.

2 Students may use one credit of MED PHYS 662, MED PHYS 663, MED PHYS 664, MED PHYS 665, MED PHYS 666, MED PHYS 701, MED PHYS 900, and MED PHYS 990 do not count toward this requirement.

Health Physics Track

In addition to the above requirements, students completing the Health Physics emphasis must take the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>N E 427</td>
<td>Nuclear Instrumentation Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>N E 571</td>
<td>Economic and Environmental Aspects of Nuclear Energy</td>
<td>3</td>
</tr>
<tr>
<td>MED PHYS 699</td>
<td>Independent Reading or Research</td>
<td>1</td>
</tr>
</tbody>
</table>

One (1) credit of an independent reading course (699) on Health Physics Rules and Regulations.

An exemption from the Core Curriculum requirement requires the approval of the chair of the graduate committee. If the entirety of the
Core Curriculum is not taken, the student will not satisfy the CAMPEP Core Curriculum requirement.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior coursework

Graduate work from other institutions

With program approval, students are allowed to count no more than 12 credits of medical physics graduate coursework from other institutions. Coursework earned five years or more prior to admission to the doctoral degree program is not allowed to satisfy requirements.

UW-Madison undergraduate

With program approval, 7 credits in medical physics courses from a UW-Madison undergraduate degree above the undergraduate graduation requirements are allowed to count toward the degree.

UW-Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 500 or above taken as a UW-Madison Special student. Coursework earned five years or more prior to admission to the doctoral degree program is not allowed to satisfy requirements.

Probation

For a graduate student in the Medical Physics Department who is a research assistant, fellow or trainee, to be making satisfactory progress, he/she must:

1. Obtain at least a 3.0 GPA in the most recent semester. Grades in all research courses and courses with grades of P, F, S or U are excluded from the average. A student who fails to make satisfactory progress will be dropped from the department. In exceptional cases, the chairperson may grant permission to continue for a specified probationary period.
2. Maintain a minimum cumulative GPA of 3.0 for all courses taken while in the Medical Physics program and for all Department of Medical Physics courses. All research courses and all courses with grades of P, F, S or U are excluded from the average.
3. Have taken the qualifier examination by the end of the 2nd semester of study. If a basic (low level) pass is not obtained on the first attempt, the second (and last) attempt to pass the qualifier examination must be made no later than the 4th semester.

Any student who fails to meet the requirements of 1-3 above, will be placed on probation. Failure in the first semester of probation to obtain a 3.0 average for the semester and a cumulative GPA of at least 3.0 will result in termination unless the student’s advisor requests and the department and the Graduate School approves, continued enrollment. The particular courses which count toward the GPA in any probation semester must be approved in writing by the student’s advisor and the Medical Physics Graduate Committee Chairman in order for the work to count toward returning the student to good standing.

Advisor/committee

Candidates must acquire a major professor/advisor by the beginning of the second semester of study.

Credits per term allowed

15 credits

Time constraints

The oral PhD qualifying examination should be taken by the end of the 4th semester, and the PhD preliminary examination should be taken by the end of the third year of study. Permission of the graduate committee is required if the PhD preliminary examination must be taken after the end of the third year. Defense of a dissertation is required within five years of successful completion of the PhD preliminary examination.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Grievances and appeals

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Medicine and Public Health

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquiries about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the "Research" tab of the SMPH intranet (https://intranet.med.wisc.edu/).

Exclusions

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor's name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.

3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student's satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with
both the grievant and the person or persons toward whom the grievance is directed.

c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.

e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

**Time Limits**

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

**OTHER**

Most students are funded with research assistantships through the research programs of their advisors. A limited number of traineeships are available to advanced students in the UW Radiological Sciences Training Program for career training in cancer research. Other fellowships are also available to qualified students (e.g., AAPM, Cardiovascular and Neurological Sciences Training Programs, Advanced Opportunity Fellowship Program).

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of medical physics.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of medical physics.
3. Creates research, scholarship, or performance that makes a substantive scientific contribution.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of the field of medical physics to society.
6. Communicates complex ideas in a clear and understandable manner in both oral and written formats.
7. Fosters ethical and professional conduct.

**PEOPLE**

**Faculty:**

Professors: Hall (interim chair), Alexander, Bayouth, Block, Campagnola, Chen, Christian, DeJesus, DeWerd, Eliceiri, Emborg, Fain, Grist, Henderson, Jeraj, Korosec, Meyerand, Reeder, Varghese, Wakai, Wieben;

Associate Professors: Birn, Brace, Bednarz, Cai, Emborg, Ranallo, Speidel, Sczykutowicz, Vetter, Weichert;

Assistant Professors: Culberson, Ellison, Engle, Hernandez, Hernando, Johnson, Li, McMillan, Nagle, Prabhakaran, Rosado-Mendez, Smilowitz;

Emeritus Professors: DeJesus, DeLuca, Holden, Mackie, Mistretta, Nickles, Paliwal, Peppler, Thomadsen, Zagzebski

**ACCREDITATION**

Accreditation

Commission on Accreditation of Medical Physics Education Programs (http://www.campep.org)


**MEDICINE AND PUBLIC HEALTH - SCHOOL-WIDE**

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE PROFESSIONAL/CERTIFICATES**

- Endocrinology-Reproductive Physiology, Doctoral Minor (p. 1332)
- Endocrinology-Reproductive Physiology, M.S. (p. 1333)
- Endocrinology-Reproductive Physiology, Ph.D. (p. 1337)
- Global Health Online, Graduate/Professional Certificate (p. 1342)
- Molecular and Cellular Pharmacology, Doctoral Minor (p. 1344)
- Molecular and Cellular Pharmacology, M.S. (p. 1345)
- Molecular and Cellular Pharmacology, Ph.D. (p. 1348)
- Molecular and Environmental Toxicology, Doctoral Minor (p. 1353)
- Molecular and Environmental Toxicology, M.S. (p. 1353)
- Molecular and Environmental Toxicology, Ph.D. (p. 1357)
- Neuroscience, Doctoral Minor (p. 1361)
- Neuroscience, M.S. (p. 1362)
- Neuroscience, Ph.D. (p. 1367)
- Physiology, M.S. (p. 1373)
- Physiology, Ph.D. (p. 1377)
ENDOCRINOLOGY-REPRODUCTIVE PHYSIOLOGY, DOCTORAL MINOR

The Endocrinology and Reproductive Physiology (ERP) Program is a multidisciplinary degree-granting program designed to promote research in both endocrinology and reproductive biology, to provide training and experience for pre- and post-doctoral students interested in these fields, and to provide training in problems of endocrine physiology and reproductive physiology in animals and humans. The program trains master’s and Ph.D. candidates for teaching and research careers in all aspects of the interrelated fields of endocrinology and reproductive physiology—basic, clinical and translational. Students have access to a full range of research facilities throughout campus.

The multidisciplinary research and the diverse interests of the faculty make possible many approaches to the study of both endocrinology and reproduction, providing the individual student with a wide selection of research training experiences. Research opportunities are available, but not limited to: endocrine molecular signaling, endocrine physiology in body function and dysfunction, stem-cell programming, gamete and embryo biology, pregnancy, lactation, neuroendocrinology and placenta development. Research models range from molecular and cellular all the way to whole animal including nonhuman primates and humans.

A doctoral minor in Endocrinology and Reproductive Physiology may augment the training for Ph.D. students in a variety of biological sciences research fields. Students may seek greater exposure to clinical and translation research, and the human health implications of their Ph.D. research, may want to learn more about pregnancy and development so as to consider the potential effects of an agent (e.g., a pharmaceutical or toxicological agent) on human development; may want to consider how changes to one system might affect another; etc. Due to its relevance across a wide range of research areas, as well as our unique courses (http://erp.wisc.edu/current-students/course-offerings/) on endocrinology, reproduction, pregnancy, and development, an ERP doctoral minor is one of the more popular doctoral minors relevant to biomedical sciences at UW–Madison.

For more information on ERP’s doctoral minor, you can view our doctoral minor form (https://erp.wiscweb.wisc.edu/wp-content/uploads/sites/407/2017/12/ERP-Minor_2017.doc) and contact the graduate coordinator (see Contact Information in sidebar).

If you are interested in obtaining a distributed minor (Option B), you can work with your major department to ensure that courses you take through the ERP program can count toward your doctoral minor.

ADMISSIONS

Should you be curious whether an ERP doctoral minor would augment your graduate studies, please contact the program coordinator to discuss your research and career goals. Timing is important—remember that a doctoral minor must be completed before a student can advance to candidacy. Graduate students in their first and second years of study are usually best positioned to add a doctoral minor to their degree plan.

To apply: With support from your advisor and proposed ERP doctoral minor advisor, submit the ERP minor form (https://erp.wiscweb.wisc.edu/wp-content/uploads/sites/407/2017/12/ERP-Minor_2017.doc). The ERP program directors will determine whether an ERP minor is appropriate and feasible. There are no standard deadlines for submission for ERP doctoral minor applications.

FUNDING

While most ERP M.S. and Ph.D. students are funded through graduate appointments and fellowships, we do not generally provide funding for students obtaining an ERP doctoral minor. If the project is relevant to NICHD, an ERP doctoral minor may apply for a funding through the Endocrinology and Reproductive Physiology program's T32 training grant (http://erp.wisc.edu/current-students/nih-training-grant/), if funding and space permits.

REQUIREMENTS

CREDIT REQUIREMENT

10+ credits

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OBS&amp;GYN 710</td>
<td>Reproductive Endocrine Physiology</td>
<td>3</td>
</tr>
<tr>
<td>AN SCI/OBS&amp;GYN/ZOOLOGY 954</td>
<td>Seminar in Endocrinology-Reproductive Physiology (2 semesters, one presentation required)</td>
<td>1</td>
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</tbody>
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Select two courses from the following (2 credits each):

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>OBS&amp;GYN 711</td>
<td>Advanced Reproductive Endocrine Physiology</td>
</tr>
<tr>
<td>OBS&amp;GYN 712</td>
<td>Critical Thinking in Reproductive Endocrine Physiology</td>
</tr>
<tr>
<td>MEDICINE 720</td>
<td>Endocrinology and Metabolism</td>
</tr>
</tbody>
</table>

Additional coursework selected in consultation with minor advisor

ERP ANNUAL SYMPOSIUM

• Required to attend annually
• Required to submit an abstract for a poster / oral presentation each year until degree completion

POLICIES

PEOPLE

Faculty:

Professors Ian Bird -director- (Obstetrics and Gynecology), David Abbott (Obstetrics and Gynecology), Elaine Alarid (Oncology), William Bosu (Medical Sciences/Veterinary Medicine), Ted Golos (Comparative Biosciences), Colin Jefcoate (Cell and Regenerative Biology), Hasan Khatib (Dairy Sciences), Pam Kling (Pediatrics), Jon Levine (Neuroscience), Bo Liu (Surgery), Thomas Martin (Biochemistry), James Ntambi (Biochemistry/Nutritional Sciences), Jon Odorico (Surgery), Jon Parrish (Animal Sciences), Manish Patankar -associate director- (Obstetrics and Gynecology), Brett Payseur (Genetics), Francisco Pelegri (Genetics), Richard Peterson (Pharmacy), Linda Schuler (Comparative Biosciences/Veterinary Medicine), Dinesh Shah (Obstetrics and Gynecology), Ei Terasawa (Pediatrics), James Thomson (Cell and
Regenerative Biology, Watters (Comparative Biosciences/Veterinary Medicine), Milo Willbank (Dairy Science), Wi Xu (Oncology), and Jing Zheng (Obstetrics and Gynecology)

Associate Professors Craig Atwood (Medicine), Anjon Audhya (Biomolecular Chemistry), Dawn Davis (Medicine), Theresa Duello (Obstetrics and Gynecology), Laura Hernandez (Dairy Science), Joan Jorgensen (Comparative Biosciences), Chad Vezina (Comparative Biosciences/Veterinary Medicine)

Assistant Professors Reid Alisch (Psychiatry), Lisa Arendt (Comparative Biosciences), Sebastian Arriola Apelo (Dairy Science), Barak Blum (Cell and Regenerative Biology), Derek Boeldt (Obstetrics and Gynecology), Michael Cahill (Comparative Biosciences/Veterinary Medicine), Ricki Colman (Cell and Regenerative Biology), Feyza Engin (Biomolecular Chemistry), Michelle Kimple (Medicine), Pam Kreeger (Biomedical Sciences), Sebastian Arriola Apelo (Dairy Science), Barak Blum (Cell and Regenerative Biology), Watters (Comparative Biosciences/Veterinary Medicine)

ENDOCRINOLOGY-REPRODUCTIVE PHYSIOLOGY, M.S.

The Endocrinology and Reproductive Physiology (ERP) Program is a multidisciplinary degree-granting program designed to promote research in both endocrinology and reproductive biology, to provide training and experience for pre- and post-doctoral students interested in these fields, and to provide training in problems of endocrine physiology and reproductive physiology in animals and humans. The program trains Master’s and Ph.D. candidates for teaching and research careers in all aspects of the interrelated fields of endocrinology and reproductive physiology—basic, clinical and translational. Students have access to a full range of research facilities throughout campus.

Students that join ERP for a master's degree range from those pursuing their first postgraduate degree to those with terminal degrees seeking additional training (i.e., Ph.D. graduates and M.D. fellows).

The multidisciplinary research and the diverse interests of the faculty make possible many approaches to the study of both endocrinology and reproduction, providing the individual student with a wide selection of research training experiences. Research opportunities are available, but not limited to: endocrine molecular signaling, endocrine physiology in body function and dysfunction, stem-cell programming, gamete and embryo biology, pregnancy, lactation, neuroendocrinology and placenta development. Research models range from molecular and cellular all the way to whole animal including nonhuman primates and humans.

All M.S. students complete a core set of courses including participation in the weekly seminar program. After fulfilling core course requirements, students have the ability to design a curriculum that meets individual research and career interests. Students also have multiple opportunities to present research work in courses, seminars and symposia, and at regional, national and international scientific meetings. Upon concluding the M.S. degree, students will have general knowledge of endocrinology and reproduction, will have expertise in their research areas, and will have developed technical and analytical skills.

All students are required to form a thesis committee during the first year of study and have an annual meeting with the members. A written progress report must be submitted annually to the program administrator.

### ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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Admission to the program is competitive; applications are due December 1 of each year for fall semester. Potential applicants will have a major in the biological sciences or other relevant field, a minimum undergraduate GPA of 3.0/4.0, and appropriate preparatory courses in physiology, chemistry, biochemistry, biology, physics, calculus, statistics, organic chemistry, and/or genetics. Prior laboratory research experience is strongly recommended.

The application process includes the completion and submission of the online Graduate School application, payment of the application fee, submission of a personal statement for graduate study, receipt of GRE scores and TOEFL or International English Language Testing System (IELTS) scores (TOEFL and IELTS are for international applicants) by Educational Testing Service, receipt of three letters of recommendation, an unofficial transcript, and a current curriculum vitae. Applicants are strongly encouraged to use the online reference feature in the Graduate School application system.

Completed applications for fall entry are reviewed by a panel of faculty. Applicants who pass this first step will be invited for a campus visit to interview with faculty and learn more about the program. Applications for spring or summer term are rare but possible, but only with the approval of the admissions committee. Please contact the program coordinator in advance of submitting an off-cycle application.
FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

More than 95 percent of the program’s enrolled students are supported by a research assistantship or fellowship. Incoming applicants are considered for competitive fellowships during the admissions process; no additional application is required. Additional fellowship support for minority and educationally disadvantaged students is also available (prospective students should contact the program administrator at the time of application). Teaching assistantships are discouraged until the student has passed the preliminary exam. Financial support generally includes tuition remission, monthly stipend check, and participation in the State of Wisconsin health insurance program. Benefit costs change on an annual basis; contact the program administrator for current rates. Support for international students varies by faculty advisor. International students offered admission will be required to submit a notarized financial statement prior to visa documents being issued.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
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<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
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Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantage of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

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<td>Overall Graduate GPA Requirement</td>
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<td>Other Grade Requirements</td>
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REQUIRED COURSES

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<td>OBS&amp;GYN 710</td>
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</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571 or STAT/B M I 541</td>
<td>Statistical Methods for Bioscience I</td>
<td>4</td>
</tr>
<tr>
<td>BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
<td>3</td>
</tr>
<tr>
<td>OBS&amp;GYN 955</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students</td>
<td>2</td>
</tr>
<tr>
<td>OBS&amp;GYN/AN SCI/ZOOLOGY 954</td>
<td>Seminar in Endocrinology-Reproductive Physiology</td>
<td>1</td>
</tr>
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</table>

Electives—additional statistics, biochemistry and advanced topics courses as determined by the thesis committee

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
Courses taken that fulfill equivalent program requirements may be considered to exempt a class. Exemptions must be discussed with the program director. One course may be substituted for another due to background and interest. Statistics courses may be considered by the student’s advisory committee for exemption; however, students are still strongly encouraged to have this refresher. Decisions of the director are final.

These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 30 credits for their degree.

UW–Madison Undergraduate
Courses taken that fulfill equivalent program requirements may be considered to exempt a class. Exemptions must be discussed with the program director. One course may be substituted for another due to background, interest, or program-related career relevance. Statistics courses may be considered by the student’s advisory committee for exemption; however, students are still strongly encouraged to have this refresher or choose one with different emphasis (e.g., clinical). Decisions of the director are final.

These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 30 credits for the degree.

UW–Madison University Special
Courses taken that fulfill equivalent program requirements may be considered to exempt a class. Exemptions must be discussed with the program director. One course may be substituted for another due to background, interest, or program-related career relevance. Statistics courses may be considered by the student’s advisory committee for exemption; however, students are still strongly encouraged to have this refresher or choose one with different emphasis (e.g., clinical). Decisions of the director are final.

These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 30 credits for the degree.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
12 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Medicine and Public Health
Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation.
because of such activity. Each program’s grievance advisor is listed on
the "Research" tab of the SMPH intranet (https://intranet.med.wisc.edu/).

Exclusions

This policy does not apply to employment-related issues for Graduate
Assistants in TA, PA and/or RA appointments. Graduate Assistants will
utilize the Graduate Assistantship Policies and Procedures (https://
hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve
employment-related issues.

This policy does not apply to instances when a graduate student wishes
to report research misconduct. For such reports refer to the UW-Madison
Policy for Reporting Research Misconduct for Graduate Students and
Postdoctoral Research Associates (https://research.wisc.edu/kb-
article/?id=84924).

Requirements for Programs

The School of Medicine and Public Health Office of Basic Research,
Biotechnology and Graduate Studies requires that each graduate
program designate a grievance advisor, who should be a tenured faculty
member, and will request the name of the grievance advisor annually. The
program director will serve as the alternate grievance advisor in the event
that the grievance advisor is named in the grievance. The program must
notify students of the grievance advisor, including posting the grievance
advisor’s name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for
possible grievances of all types. They will spearhead the grievance
response process described below for issues specific to the graduate
program, including but not limited to academic standing, progress to
degree, professional activities, appropriate advising, and a program’s
community standards. They will ensure students are advised on
reporting procedures for other types of possible grievances and are
supported throughout the reporting process. Resources (https://
grad.wisc.edu/current-students/#reporting-incidents) on identifying and
reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing
dates, times, persons, and description of activities, and to
update this record while completing the procedures described
below.

2. If the student is comfortable doing so, efforts should be made
to resolve complaints informally between individuals before
pursuing a formal grievance.

3. Should a satisfactory resolution not be achieved, the student
should contact the program’s grievance advisor or program
director to discuss the complaint. The student may approach
the grievance advisor or program director alone or with a UW-
Madison faculty or staff member. The grievance advisor or
program director should keep a record of contacts with regards
to possible grievances. The first attempt is to help the student
informally address the complaint prior to pursuing a formal
grievance. The student is also encouraged to talk with their
faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the
student may submit a formal grievance to the grievance advisor
or program director in writing, within 60 calendar days from the
date the grievant first became aware of, or should have become
aware of with the exercise of reasonable diligence, the cause of
the grievance. To the fullest extent possible, a grievance shall
contain a clear and concise statement of the grievance and
indicate the issue(s) involved, the relief sought, the date(s) the
incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur.
The final step must be completed within 30 business days from
the date the grievance was received. The program must store
documentation of the grievance for seven years. Significant
grievances that set a precedent may be stored indefinitely.

a. The grievance advisor or program director will convene
a faculty committee composed of at least three
members to manage the grievance. Any faculty
member involved in the grievance or who feels that
they cannot be impartial may not participate in the
committee. Committee composition should reflect
diverse viewpoints within the program.

b. The faculty committee, through the grievance advisor
or program director, will obtain a written response from
the person or persons toward whom the grievance is
directed. The grievance advisor or program director
will inform this person that their response will be
shared with the student filing the grievance.

c. The grievance advisor or program director will share
the response with the student filing the grievance.

d. The faculty committee will make a decision regarding
the grievance. The committee’s review shall be
fair, impartial, and timely. The grievance advisor or
program director will report on the action taken by
the committee in writing to both the student and the
person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward
whom the grievance is directed) is unsatisfied with the decision
of the program’s faculty committee, the party may file a written
appeal to the SMPH senior associate dean for basic research,
bioengineering and graduate studies within 10 business
days from the date of notification of the program’s faculty
committee. The following steps will occur:

a. The grievant will be notified in writing, within 5
business days of the written appeal, acknowledging
receipt of the formal appeal and establishing a
timeline for the review to be completed.

b. The senior associate dean or their designee may
request additional materials and/or arrange meetings
with the grievant and/or others. If meetings occur, the
senior associate dean or their designee will meet with
both the grievant and the person or persons toward
whom the grievance is directed.

c. The senior associate dean or their designee will
assemble an ad hoc committee of faculty from outside
of the student’s graduate program and ask them to
prepare a written recommendation on whether to
uphold or reverse the decision of the program on
the student’s initial grievance. The committee may
request additional materials and/or arrange meetings
with the grievant and/or others. If meetings occur,
the committee will meet with both the grievant and
the person or persons toward whom the grievance is
directed.
d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee's recommendation.

e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

**Time Limits**

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

**OTHER**

Most ERP students are 100% funded through research assistantships and/or fellowships, which include tuition, health insurance, and a monthly stipend.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Demonstrate an understanding of endocrine systems.
2. Understand specific principles involved in investigating endocrinology, reproduction, and development to advance research in one's area of concentration.
3. Assess cutting-edge research and development in one's area of concentration.
4. Articulate theories, research methods, and approaches to inquiry in the fields of endocrinology and reproduction.
5. Select and/or utilize the most appropriate methodologies and practices to the identified research goal.
6. Communicate complex ideas in a clear and understandable manner.
7. Recognize and apply principles of ethical and professional conduct.
8. Foster ethical and professional conduct.
9. Identify incentives and structures that may encourage unethical research practices and behaviors.
10. Identify resources to help manage or report potential ethical misconduct.

**ENDOCRINOLOGY-REPRODUCTIVE PHYSIOLOGY, PH.D.**

The Endocrinology and Reproductive Physiology (ERP) Program is a multidisciplinary degree-granting program designed to promote research in both endocrinology and reproductive biology, to provide training and experience for pre- and post-doctoral students interested in these fields, and to provide training in problems of endocrine physiology and reproductive physiology in animals and humans. The program trains master's and Ph.D. candidates for teaching and research careers in all aspects of the interrelated fields of endocrinology and reproductive physiology—basic, clinical and translational. Students have access to a full range of research facilities throughout campus. A joint M.D./Ph.D. degree is also offered by the School of Medicine and Public Health and student trainees are eligible to train for the Ph.D. in the ERP program.

Postdoctoral Fellows are encouraged to join the program as associate members and participate in the program's diverse activities. While postdoctoral positions are arranged directly with individual faculty members, ERP also seeks NIH support in this area. The program supports and mentors the training of both Ph.D. and M.D. fellows in translational studies.

The multidisciplinary research and the diverse interests of the faculty make possible many approaches to the study of both endocrinology and reproduction.
and reproduction, providing the individual student with a wide selection of research training experiences. Research opportunities are available, but not limited to: endocrine molecular signaling, endocrine physiology in body function and dysfunction, stem-cell programming, gamete and embryo biology, pregnancy, lactation, neuroendocrinology and placenta development. Research models range from molecular and cellular all the way to whole animal including nonhuman primates and humans.

All students complete a core set of courses during the first two years of enrollment in the program including participation in the weekly seminar program. After fulfilling core course requirements, students have the ability to design a curriculum that meets individual research and career interests. Students also have multiple opportunities to present research work in courses, seminars and symposia, and at regional, national and international scientific meetings. The preliminary exam for Ph.D. candidates is based on the research project and is structured in the form of a competitive grant proposal. Part one of the exam is development of the written proposal and submission to the thesis committee for review. Part two is focused on the rebuttal and oral review of the comments. Students should aim to complete the preliminary exam by the start of the third year of study and defend the thesis in the fifth year.

All students are required to form a thesis committee during the first year of study and have an annual meeting with the members. A written progress report must be submitted annually to the program administrator.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

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<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during week days on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

- **Minimum Credit Requirement**: 51 credits
- **Minimum Residence Credit Requirement**: 32 credits

Minimum Graduate Coursework Requirement

- Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.

Overall Graduate GPA Requirement

- 3.00 GPA required.

Other Grade Requirements

- The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

- Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements

- Contact the program for information on any language requirements.

Doctoral Minor/Breadth Requirements

- Doctoral students are not required to complete a doctoral minor.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OBS&amp;GYN 710</td>
<td>Reproductive Endocrine Physiology</td>
<td>3</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571 or STAT/B M 1 541</td>
<td>Statistical Methods for Bioscience I Introduction to Biostatistics</td>
<td>4</td>
</tr>
<tr>
<td>BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM/PHMCOL-M/ ZOOLOGY 630 or NTP/ NEURODPT 610 or ZOOLOGY 570 or BIOCHEM/GENETICS/ MD GENET 620</td>
<td>Cellular Signal Transduction Mechanisms Cellular and Molecular Neuroscience Cell Biology Eukaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>OBS&amp;GYN 955</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students</td>
<td>2</td>
</tr>
<tr>
<td>OBS&amp;GYN 956</td>
<td>Advanced Responsible Conduct of Research for Biomedical Students</td>
<td>1</td>
</tr>
<tr>
<td>OBS&amp;GYN/AN SCI/ ZOOLOGY 954</td>
<td>Seminar in Endocrinology- Reproductive Physiology</td>
<td>1</td>
</tr>
</tbody>
</table>

Electives—additional statistics, biochemistry, and advanced topics courses as determined by the thesis committee

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Courses taken that fulfill equivalent program requirements may be considered to exempt a class. Exemptions must be discussed with the program director. One course may be substituted for another due to background and interest. Statistics courses may be considered by the student’s advisory committee for exemption; however, students are still strongly encouraged to have this refresher. Decisions of the director are final.

These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 51 credits for their degree.

UW–Madison Undergraduate

Courses taken that fulfill equivalent program requirements may be considered to exempt a class. Exemptions must be discussed with the program director. One course may be substituted for another due to background, interest, or program-related career relevance. Statistics
courses may be considered by the student's advisory committee for exemption; however, students are still strongly encouraged to have this refresher or choose one with different emphasis (e.g., clinical). Decisions of the director are final.

These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 51 credits for the degree.

**UW–Madison University Special**
Courses taken that fulfill equivalent program requirements may be considered to exempt a class. Exemptions must be discussed with the program director. One course may be substituted for another due to background, interest, or program-related career relevance. Statistics courses may be considered by the student's advisory committee for exemption; however, students are still strongly encouraged to have this refresher or choose one with different emphasis (e.g. clinical). Decisions of the director are final.

These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 51 credits for the degree.

**PROBATION**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**
Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**
15 credits

**TIME CONSTRAINTS**
Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within 5 years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:
The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the event. The program must notify students of the grievance advisor, including posting the grievance advisor's name on the program's Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program's grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student's satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligent, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student's graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student's initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee's recommendation.
   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.
7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.
OTHER
Most ERP students are 100% funded through research assistantships and/or fellowships, which include tuition, health insurance, and a monthly stipend.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate breadth in one's understanding of endocrine systems, i.e., the integration and control of reproduction and normal body function through endocrine signaling.
2. Utilize an understanding of specific principles involved in investigating endocrinology, reproduction and development to advance research in one's area of concentration.
3. Assess and synthesize cutting-edge research and development in one's area of concentration.
4. Assess and leverage discoveries in parallel areas of research to advance research in one's own area of concentration.
5. Articulate research problems, potentials, and limits with respect to knowledge and practice within the fields of endocrinology and reproduction and beyond where relevant.
6. Create study designs and employ established and new analytical tools appropriate to the identified research goal.
7. Formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the fields of endocrinology and reproduction.
8. Communicate complex ideas in a clear and understandable manner.
9. Recognize and apply principles of ethical and professional conduct.
10. Foster ethical and professional conduct.
11. Identify incentives and structures that may encourage unethical research practices and behaviors.
12. Identify resources to help manage or report potential ethical misconduct.

GLOBAL HEALTH ONLINE, GRADUATE/PROFESSIONAL CERTIFICATE
The complex, existential problems challenging today's world—emerging infectious diseases and pandemics, food insecurity and starvation, climate change impacts on health, antimicrobial resistance, fundamental inequities in access to nutrition and healthcare—transcend national boundaries and require expertise and perspectives from across the biomedical, social, and physical sciences to achieve creative solutions.

The UW-Madison Certificate in Global Health Online provides students with the knowledge and skills to address health challenges and disparities around the world. The largely asynchronous, online format provides maximum flexibility for students to complete the certificate effectively within the context of primary degree, work and/or family responsibilities.

ADMISSIONS
As a graduate/professional certificate program, this certificate is intended for degree-seeking graduate and professional students who would like to add the certificate to their primary course of study.

The application period is January 15 through April 30 for the following fall term start.

In addition to the Certificate in Global Health Online application form, which will be available on the program's website during the application period, program applicants are required to submit a current resume and original transcripts from all post-secondary schools attended. (Applicants who are currently enrolled in or have been accepted to a UW-Madison health sciences or graduate studies program may request to have copies of their transcripts sent from their program administrator to the School of Medicine and Public Health [SMPH] Office of Global Health.)

Students who already hold an Undergraduate Certificate in Global Health from UW-Madison are encouraged to contact the SMPH Office of Global Health to discuss options for advanced study. Please do not apply for the graduate/professional certificate.
**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

Students currently enrolled in a graduate/professional degree program at UW-Madison do not pay additional tuition for the certificate online coursework. However, responsibility for funding the global health field experience lies with the student. Depending on the site, nature, and duration of the experience, costs could range from $1000 to $4000, including program fees, travel, and in-country living expenses. In some cases, students may be permitted to increase their student financial aid package to help pay these expenses. For students participating in the faculty-led field courses, scholarships are available through the International Academic Programs (IAP)/Study Abroad office that manages these programs. Additionally, primary degree programs and/or student organizations may also have funds available to help support field experience costs.

**REQUIREMENTS**

**Minimum Residence Credits: 11**

- At least half of the graduate/professional certificate credits must be earned “in residence” (which includes on campus and distance-delivered courses) at UW-Madison.
- Students must earn a minimum 3.0 GPA on required certificate coursework. Completed courses listed within the certificate curriculum, whether or not they meet a specific requirement, are included in the calculation of the GPA.
- Courses in which a student elects the pass/fail option will not count toward completion of requirements.

**Required Coursework: 11 credits**

Completion of eleven credits is required for the certificate, including ten core course credit requirements and one credit of global health field experience. A description of the requirements is provided below.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBLHLTH 710</td>
<td>Introduction to Global Health: History, Current Issues, and Health Statistics</td>
<td>2</td>
</tr>
<tr>
<td>PUBLHLTH 711</td>
<td>Global Public Health and Healthcare Systems: Organizations, Governance, Financing, and Workforce</td>
<td>2</td>
</tr>
<tr>
<td>PUBLHLTH 712</td>
<td>Global Health: Infectious Diseases, One Health, and Prevention Strategies</td>
<td>2</td>
</tr>
<tr>
<td>PUBLHLTH 713</td>
<td>Global Health: Non-communicable Diseases, Poverty, Environmental Health, and Food Security</td>
<td>2</td>
</tr>
<tr>
<td>PUBLHLTH 714</td>
<td>Global Health Field Work Fundamentals: Engagement, Ethics, Policy, and Methods</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH 645</td>
<td>Global Health Field Course Independent Study</td>
<td>1</td>
</tr>
</tbody>
</table>

**Total Credits: 11**

1 For independent study field experiences, certificate students must prepare a proposal, to be reviewed and approved by his or her advisor and the Certificate Program Director, which describes project goals and objectives and outlines a tentative schedule of activities. Students must register for independent study credit in an appropriate school or department (a 699 course number in most health sciences and graduate departments). All students completing independent field experiences are required by the School of Medicine and Public Health (SMPH) to execute an affiliation agreement between the field site organization and the SMPH/University of Wisconsin–Madison. Upon completion of the independent field experience, all students must submit to the Certificate program office:

- A summary of reflections on the field course/experience. (This may take the form of a journal kept throughout the field course/experience, or if a journal was not kept, a template will be provided.);
- An instructor evaluation of the student;
- A reference-cited, academic paper/project report; and
- A site evaluation.

**DETAILS ON THE GLOBAL HEALTH FIELD EXPERIENCE**

A global health field experience/course is an academic credit-based learning experience in a setting relevant to global health. Field experiences/courses are generally carried out during the summer (less commonly within the normal academic calendar if they do not interfere with class attendance or completion of requirements for registered coursework). Students must be in good academic standing to participate in a global health field experience. One week of on-site learning is equivalent to 1 credit. (While field experience credits may range from 1-6, only one field experience credit counts toward the certificate requirements.)

Students may elect to complete either: a) a faculty-led interdisciplinary group field course administered by the UW–Madison Office of International Academic Programs (i.e., POP HLTH 645 Global Health Field Course), or b) an independent study field experience at the site of their choice, with approval of an academic advisor and the certificate faculty program director (see footnote 1 above). Field experiences usually take place in a country outside the United States, but may also be carried out in the United States, working with international/under-served populations or addressing health issues that have global implications. Students may also work with international agencies, such as the United Nations, the World Health Organization, Centers for Disease Control and Prevention, or nongovernmental organizations.

For POP HLTH 645 Global Health Field Course faculty-led group courses (Thailand, Uganda, Ecuador), students are required to apply to participate in the field course through the campus-wide Office of International Academic Programs and complete a country-specific orientation program. Upon satisfactory completion of the field course, students will receive credit for POP HLTH 645 Global Health Field Course.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

The Certificate in Global Health Online provides comprehensive student support and mentoring to maximize professional development for participating students. The programs coordinator will serve as the first line of student support for basic, procedural issues regarding the certificate program (e.g., access to the application portal, tracking of completed program requirements, monitoring of international travel requirements and paperwork, general questions). The faculty program director will serve as the primary advisor to students for issues regarding coursework as related to program requirements; global health content knowledge questions; advice, recommendations, and contacts for field projects; and, any student concerns regarding the program and academic/non-academic problems that may arise. All course faculty have extensive international field experience and will serve as equally important sources of information and personal contacts for students’ field projects and mentoring for overall development of professional skills in global health. Additionally, they will share the role of advising students regarding academic issues specific to their own courses.

LEARNING OUTCOMES

1. Exhibit the ability to describe and compare the health care systems in different areas of the world (such as: an understanding of pros and cons of systems, comparison to the U.S. system, and trends in the evolution of health care systems over time).

2. Demonstrate knowledge of the epidemiology of common global health concerns, both communicable and non-communicable (such as: differences between high/middle/low income countries and programs to mitigate the impacts of these health issues such as the millennium and sustainable development goals).

3. Demonstrate the ability to integrate information from multiple perspectives into an assessment of a country/location’s health status (such as: history, politics, culture, societal structure, economics, environmental sciences, health care system(s), health databases, disease epidemiology, human rights, human subjects protections).

4. Model ethical behavior in global health engagement (such as: appreciation of the bidirectional nature of learning and mutual benefits between stakeholders and learners, cultural humility and flexibility, recognition of the importance of program sustainability over time, openness to new information/ideas).

5. Demonstrate professionalism, effective communication, leadership, problem-solving, and collaboration across multiple health education disciplines and stakeholders in addressing a global health issue (including an understanding of One Health approaches).

6. Exhibit the ability for growth in one’s approach to global health work through self-assessment and structured reflection (such as: personal biases and perspectives, views on equity and disparities, personal limitations).

PEOPLE

Information on the Certificate in Global Health Online program personnel can be found on the People tab of the program’s website: https://globalhealth.wisc.edu/people/

MOLECULAR AND CELLULAR PHARMACOLOGY, DOCTORAL MINOR

The objective of the doctoral minor in Molecular and Cellular Pharmacology is to equip students with an introduction to some of the skills required to conduct state-of-the-art biomolecular, biomedical, and pharmacological basic research. Advances in biomedical sciences are often based on the development of new drugs, which improve and save the lives of millions of patients. Drugs with specific biochemical actions are also powerful research tools. They provide pharmacologists and other biomedical scientists unique research opportunities which help to elucidate cellular signaling cascades.

ADMISSIONS

Please contact: Program Coordinator. mcp@med.wisc.edu

REQUIREMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>PHMCOL-M 781</td>
<td>Molecular and Cellular Principles in Pharmacology</td>
<td>4</td>
</tr>
<tr>
<td>PHMCOL-M/</td>
<td>Cellular Signal Transduction</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM/</td>
<td>Mechanisms</td>
<td></td>
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<tr>
<td>ZOOLOGY 630</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHMCOL-M 739</td>
<td>Rigor, Reproducibility and Becoming an Effective</td>
<td>1</td>
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<tr>
<td></td>
<td>Researcher</td>
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</tr>
<tr>
<td>STAT/F&amp;W</td>
<td>Statistical Methods for Bioscience</td>
<td>4</td>
</tr>
<tr>
<td>ECOL/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HORT 571</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Credits 12

LEARNING OUTCOMES

1. Gain a basic understanding of the pharmacological principles that underlie all biological processes.

2. Become aware of the current limitations of the state of understanding of this discipline and the strategies that are required to advance the field of pharmacology.

3. Foster ethical and professional conduct in the sciences, including but not limited to: exposition of the scientific method; ethical design of experimental protocols; reproducibility in science; professional behavior in industrial, government, and academic settings; documentation of scientific results; communication to other scientists and the public; peer review; and confidentiality.
The Molecular and Cellular Pharmacology (MCP) program, in cooperation with the Center for Training in Pharmacology and Drug Development (CTPDD), offers interdisciplinary graduate training in the field of molecular and cellular pharmacology. The primary emphasis is doctoral training in molecular biology, biochemistry, genetics, and cell biology with a focus on integrating these methodologies with modern pharmacology. Other related degree programs under the direction of program faculty are cellular and molecular biology, environmental toxicology, neuroscience, biomolecular chemistry, and genetics.

Pharmacology is the knowledge of the biochemical and physiological actions of drugs, which act on cellular signaling pathways. The molecular basis of cellular signaling and its control by various drugs is a major aspect of modern pharmacology and this aspect is emphasized in the Molecular and Cellular Pharmacology Training Program. The majority of signal transduction pathways still await discovery or at least a thorough molecular characterization. Members of our program employ the whole spectrum of modern biochemical, cell and molecular biological, physiological, and pharmacological methods in a basic research-oriented scientific environment to unravel the many unsolved mysteries underlying cellular regulation and signaling. Certain research initiatives have a translational component, with the goal of applying basic discoveries to developing new therapeutic modalities. Our program brings together an outstanding group of dedicated trainers with a focus on cellular signal transduction.

Graduates of the program will be well prepared for a career in basic biomedical sciences in academia, industry, and more. We provide a unique training experience for young scientists who want to elucidate basic principles of cellular signal pathways. Detailed knowledge of these pathways is the most important prerequisite for the discovery of new drugs and the treatment of diseases. The members of the Molecular and Cellular Pharmacology Training Program invite you to examine the educational and research opportunities described at this site, and to consider joining this unique and exciting graduate program.

**ADMISSIONS**

Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (p. 1348).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
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<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
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<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
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<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
<td>No</td>
<td>No</td>
<td>No</td>
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<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>
REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHMCOL-M 781</td>
<td>Molecular and Cellular Principles in Pharmacology</td>
<td>4</td>
</tr>
<tr>
<td>PHMCOL-M/ BIOCHEM/ ZOOLOGY 630</td>
<td>Cellular Signal Transduction: Mechanisms</td>
<td>3</td>
</tr>
<tr>
<td>PHMCOL-M 739</td>
<td>Rigor, Reproducibility and Becoming an Effective Researcher</td>
<td>1</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/ HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td>4</td>
</tr>
<tr>
<td>OBS&amp;GYN 955</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students</td>
<td>2</td>
</tr>
</tbody>
</table>

Research & Seminar

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHMCOL-M 901</td>
<td>Seminar and Journal Club</td>
<td>1</td>
</tr>
<tr>
<td>PHMCOL-M 990</td>
<td>Research</td>
<td>2</td>
</tr>
</tbody>
</table>

Notes:
- Students are required to take 1 credit of seminar each fall and spring semester during enrollment as a graduate student in the program.
- Students must take research credits every semester at least until they meet a minimum of 30 credits. Credits will vary.

POLSICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 7 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master’s is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor and committee. The advisor serves a dual role: first, to assist the student in acquiring the highest level of knowledge and competence in the field that is possible; and second, to chair the committee that will determine whether the student has performed acceptably at each of his/ her degree milestones. The chair or co-chair of the committee must be Graduate Faculty from the student’s program. Advisors may assist in tracking the student’s progress toward degree completion, assisting with course selection and academic planning, and helping students identify possible research mentors, committee members, and opportunities.

Master’s thesis committees must have at least three members; two must be Graduate Faculty or former Graduate Faculty up to one year after resignation or retirement.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Medicine and Public Health

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program's grievance advisor is listed on the "Research" tab of the SMPH intranet (https://intranet.med.wisc.edu/).

Exclusions

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor's name on the program's Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program's grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student's satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging...
expected that students will take full advantage of the resources that best fit their needs and support their career goals. Since MCP alumni thrive in academia, industry, corporate, government, and non-profit arenas, we strive to be holistic and innovative in our approach to meeting the diverse professional development needs of our students. By actively participating in these professional development opportunities, students will build the skills needed to succeed academically at UW–Madison and to thrive professionally in their chosen career. For the most updated information, please visit: MCP Program Professional Development (https://molpharm.wisc.edu/career-development/)

LEARNING OUTCOMES

1. Gain a broad understanding of the pharmacological principles that underlie all biological processes.
2. Become aware of the current limitations of the state of understanding of this discipline and the strategies that are required to advance the field of pharmacology.
3. Creates new approaches in research, scholarship, or performance that makes a substantive contribution.
4. Conduct independent research using a breadth of pharmacological processes.
5. Think critically to address research challenges using a broad range of the theories, research methods, and approaches to scientific inquiry.
6. Collaborate with investigators within the program, university, and beyond since current and future advances in pharmacological sciences demand interdisciplinary skills.
7. Fosters ethical and professional conduct in the sciences, including but not limited to: exposition of the scientific method; ethical design of experimental protocols; reproducibility in science; professional behavior in industrial, government, and academic settings; documentation of scientific results; communication to other scientists and the public; peer review; and confidentiality.
8. Communicates complex ideas in a clear and understandable manner.
9. Explore career development opportunities in industry, government, and academia to realize professional goals and paths.
10. Develop teaching and mentoring skills in both lecture and laboratory settings.

OTHER

All students in the Graduate Program in Molecular and Cellular Pharmacology receive competitive stipends to cover living expenses, tuition and fees from Graduate School Fellowships, NIH Training Grants, or research assistantships funded through the Graduate Program. Health insurance costs are partially covered by the university and provide the same coverage as for faculty and staff.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The MCP Program and UW–Madison offer a wealth of resources intended to enrich graduate student studies and enhance professional skills. It is expected that students will take full advantage of the resources that best fit their needs and support their career goals. Since MCP alumni thrive in academia, industry, corporate, government, and non-profit arenas, we strive to be holistic and innovative in our approach to meeting the diverse professional development needs of our students. By actively participating in these professional development opportunities, students will build the skills needed to succeed academically at UW–Madison and to thrive professionally in their chosen career. For the most updated information, please visit: MCP Program Professional Development (https://molpharm.wisc.edu/career-development/)

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Pharmacology is the knowledge of the biochemical and physiological actions of drugs, which act on cellular signaling pathways. The molecular basis of cellular signaling and its control by various drugs is a major aspect of modern pharmacology and this aspect is emphasized in the Molecular and Cellular Pharmacology Training Program. The majority of signal transduction pathways still await discovery or at least a thorough molecular characterization. Members of our program employ the whole spectrum of modern biochemical, cell and molecular biological, physiological, and pharmacological methods in a basic research-oriented scientific environment to unravel the many unsolved mysteries underlying cellular regulation and signaling. Certain research initiatives have a translational component, with the goal of applying basic discoveries to developing new therapeutic modalities. Our program brings together an outstanding group of dedicated trainers with a focus on cellular signal transduction.

Graduates of the program will be well prepared for a career in basic biomedical sciences in academia, industry, and more. We provide a unique training experience for young scientists who want to elucidate basic principles of cellular signal pathways. Detailed knowledge of these pathways is the most important prerequisite for the discovery of new drugs and the treatment of diseases. The members of the Molecular and Cellular Pharmacology Training Program invite you to examine the educational and research opportunities described at this site, and to consider joining this unique and exciting graduate program.

**ADMISSIONS**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements [here](https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online [here](https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements <a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">here</a>.</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

The Graduate School sets minimum requirements for admissions [here](https://grad.wisc.edu/admissions/requirements/). Academic program admission requirements are often more rigorous than those set by the Graduate School. Please check the MCP Program website [here](https://mol pharm.wisc.edu/admissions-how-to-apply/) for details.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information [here](https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

**ANNUAL STIPEND AND BENEFITS**

All students receive competitive stipends to cover living expenses. The benefits package also includes tuition remission and a choice of comprehensive health insurance plans which include medical, dental, and vision at a minimal cost. It is the same coverage offered to faculty and staff.

**TRAINING GRANTS**

Many of our graduate students are supported by NIH training grants. Prospective students must be nominated by the MCP Admissions Committee or by faculty mentors to receive training grant support from the MCP NIH T32 GM008688. Opportunities may also be available during the first semester of study, and students are encouraged to contact the MCP program for assistance with the nomination process.

**FELLOWSHIPS**

Some students are supported by University fellowships administered by the University's Office of Fellowships at the Graduate School. Prospective students must be nominated by the program, and awardees are chosen by the UW Fellowships Committee. Other extramural funding sources include NIH, NSF, DOD, DOE, AHA, PhRMA, and more. Students can receive application assistance from the program and the university.

Prospective students should check the MCP Program website [here](https://mol pharm.wisc.edu/funding-available-to-mcp-students/) for the most updated funding information.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/ or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
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</tr>
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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle)(1">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle)(1</a>)</td>
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<tr>
<td>Assessments and Examinations</td>
<td>Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Contact the program for information on any language requirements.</td>
</tr>
<tr>
<td>Doctoral Minor/ Breadth Requirements</td>
<td>Doctoral students are not required to complete a minor, but may do so if they wish.</td>
</tr>
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</table>

### RECOMMENDED COURSES

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1. Students are required to take 1 credit of seminar each fall and spring semester during enrollment as a graduate student in the program.
2. Students must take research credits every semester at least until they meet a minimum of 51 credits. Credits will vary.

### POLICIES

#### GRADUATE SCHOOL POLICIES

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#### MAJOR-SPECIFIC POLICIES

##### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 7 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

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#### ADVISOR / COMMITTEE

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and academic planning, and helping students identify possible research mentors, committee members, and opportunities.

Minimum requirements for graduate committees are as follows:

- The chair or co-chair of the committee must be graduate faculty from the student’s major program.
- The co-advisor/co-chair will be designated on dissertation documentation.
- Doctoral committees (Ph.D.) must have at least four members, three of whom must be MCP graduate faculty or former graduate faculty up to one year after resignation or retirement. At least one of the members must be from outside of the student’s major field.
- At least three committee members of all doctoral/final oral examination committees must be designated as readers.
- Doctoral degree recipients must acknowledge in the dissertation contributions received from other individuals, including co-authors of published work that appears in the document, such as in designing the research, executing the research, analyzing the data, interpreting the data/research, or writing, proofing, or copyediting the manuscript.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://dosol.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Grievance Policy for Graduate Programs in the School of Medicine and Public Health**

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).

**Exclusions**

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

**Requirements for Programs**

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor’s name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

**Procedures**
1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program's grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student's satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student's graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student's initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee's recommendation.
   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.
7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits
Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER
All students in the Graduate Program in Molecular and Cellular Pharmacology receive competitive stipends to cover living expenses, tuition and fees from Graduate School Fellowships, NIH Training Grants, or research assistantships funded through the Graduate Program. Health insurance costs are partially covered by the university and provide the same coverage as for faculty and staff.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
PROGRAM RESOURCES

The MCP Program and UW–Madison offer a wealth of resources intended to enrich graduate student studies and enhance professional skills. It is expected that students will take full advantage of the resources that best fit their needs and support their career goals. Since MCP alumni thrive in academia, industry, corporate, government, and non-profit arenas, we strive to be holistic and innovative in our approach to meeting the diverse professional development needs of our students. By actively participating in these professional development opportunities, students will build the skills needed to succeed academically at UW–Madison and to thrive professionally in their chosen career. For the most updated information, please visit: MCP Program Professional Development (https://molpharm.wisc.edu/career-development/)

LEARNING OUTCOMES

1. Gain a broad understanding of the pharmacological principles that underlie all biological processes.
2. Become aware of the current limitations of the state of understanding of this discipline and the strategies that are required to advance the field of pharmacology.
3. Creates new approaches in research, scholarship, or performance that makes a substantive contribution.
4. Conduct independent research using a breadth of pharmacological processes.
5. Think critically to address research challenges using a broad range of the theories, research methods, and approaches to scientific inquiry.
6. Collaborate with investigators within the program, university, and beyond since current and future advances in pharmacological sciences demand interdisciplinary skills.
7. Fosters ethical and professional conduct in the sciences, including but not limited to: exposition of the scientific method; ethical design of experimental protocols; reproducibility in science; professional behavior in industrial, government, and academic settings; documentation of scientific results; communication to other scientists and the public; peer review; and confidentiality.
8. Communicates complex ideas in a clear and understandable manner.
9. Explore career development opportunities in industry, government, and academia to realize professional goals and paths.
10. Develop teaching and mentoring skills in both lecture and laboratory settings.

REQUIREMENTS

Students in other fields who elect to minor in Molecular and Environmental Toxicology must satisfactorily complete a total of 10 credits in the program. Satisfactory completion of the minor requires a B average or better in the selected courses.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M&amp;ENVTOX/ONC/OLOGY/PHM SCI/PHMCOL-M/POP HLTH 625</td>
<td>Toxicology I</td>
<td>3</td>
</tr>
<tr>
<td>M&amp;ENVTOX/PATH/PHM SCI/PHMCOL-M/POP HLTH 626</td>
<td>Toxicology II</td>
<td>3</td>
</tr>
<tr>
<td>M&amp;ENVTOX/CIV ENGR/SOIL SCI 631</td>
<td>Toxicants in the Environment: Sources, Distribution, Fate, &amp; Effects</td>
<td>3</td>
</tr>
<tr>
<td>M&amp;ENVTOX 699</td>
<td>Special Problems</td>
<td>1-3</td>
</tr>
<tr>
<td>M&amp;ENVTOX 800</td>
<td>Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>

ADVISOR / COMMITTEE

For the doctoral minor, at least one member of the student’s research advisory committee must be affiliated with the Molecular & Environmental Toxicology Program.

PEOPLE

Faculty: See Faculty (http://metc.wisc.edu/people_category/faculty/) on program website.

MOLECULAR AND ENVIRONMENTAL TOXICOLOGY, M.S.

Molecular and environmental toxicology is a multidisciplinary subject that involves the study of mechanisms of action of environmental toxicants on humans and other organisms and the behavior of these toxicants in the environment. The UW–Madison Molecular and Environmental Toxicology Center’s graduate program provides students with expert knowledge in at least one specialty plus a broad understanding of other specialties that contribute to the resolution of environmental toxicology problems. The center is sponsored by the School of Medicine and Public Health as well as the College of Agricultural and Life Sciences, the School of Veterinary Medicine and the School of Pharmacy. The center links researchers in numerous academic departments who are working on problems in this area.

An interdisciplinary graduate program leading to the doctorate in Molecular and Environmental Toxicology is offered. Students interested in a minor in Molecular and Environmental Toxicology are encouraged to contact Mark Marohl, the program administrator, mdmarohl@wisc.edu.

MOLECULAR AND ENVIRONMENTAL TOXICOLOGY, DOCTORAL MINOR

ADMISSIONS

Doctoral minors are open to all students who are already members of a doctoral program. Students interested in a minor in Molecular and
toxicology, neurotoxicology, and immunotoxicology; and ecotoxicology, bioremediation, and distribution and assessment of environmental chemicals. All students participate in a core curriculum that addresses these various areas and that is supplemented by other advanced, specialized courses. Students perform research under the guidance of one of the center’s graduate faculty members.

Recipients of graduate degrees in molecular and environmental toxicology pursue careers in governmental agencies (policymaking, regulations, standard setting, or research), private industry (e.g., hazardous waste management, occupational safety, consumer affairs, research and development, or regulatory compliance), and the academic community (teaching and research). The center office maintains specific information concerning career placements.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

To qualify for graduate study in molecular and environmental toxicology, applicants normally have a bachelor’s degree in a biological or physical science, with at least a 3.0 GPA (on a 4.0 scale). The following courses should be completed before entrance to the program: four semesters of chemistry, including at least one of organic (depending on the planned direction within the program), a semester of either analytical chemistry or biochemistry is highly recommended; one semester of math-based physics (a second semester is highly recommended); and three semesters of biology, including coverage of introductory genetics. One or more semesters of calculus is highly recommended. If applicants have not taken one semester of statistics, biometrics, or an equivalent course, and one semester of biochemistry equivalent to the UW–Madison Biochem 501 course, then these courses must be taken as part of the program and will fulfill elective credit requirements for the major. Students with a limited number of deficiencies may be admitted, but must eliminate these deficiencies early in their graduate study. Applicants are required to take the Graduate Record Exam (GRE). International students should also send scores of the Test of English as a Foreign Language (TOEFL), or International English Language Testing System (IELTS).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The Molecular & Environmental Toxicology Program does not guarantee funding for incoming or continuing masters students. Masters students may be eligible for research assistantships, teaching assistantships, advanced opportunity fellowships for minority or disadvantaged students, or other funding opportunities. Students are encouraged to contact individual professors in their areas of interest to determine whether support is available for working in that lab.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses meet on the UW–Madison campus during the daytime: usually five to seven hours per week for at least 13 weeks of the term.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

**Face to Face** | **Evening/Weekend** | **Online** | **Hybrid** | **Accelerated** |
<table>
<thead>
<tr>
<th></th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Students on the non-thesis track will need to take more didactic credits to fulfill the 30 credit minimum requirement. The final examination for degree completion of the degree is a topic / literature review of toxicological relevance. Students on the research / thesis track will be able to take 990 research credits to fulfill their 30 credit minimum requirement. The final examination for degree completion is the development of a masters thesis based on the research conducted.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Contact the program for information on any language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M&amp;ENVTOX/</td>
<td>Toxicology Core Curriculum</td>
<td></td>
</tr>
<tr>
<td>ONCOLOGY/</td>
<td>Toxicology I</td>
<td>3</td>
</tr>
<tr>
<td>PHM SCI/PHMCOL-M/POP HLTH 625</td>
<td></td>
<td></td>
</tr>
<tr>
<td>M&amp;ENVTOX/PATH/PHM SCI/PHMCOL-M/POP HLTH 626</td>
<td>Toxicology II</td>
<td>3</td>
</tr>
<tr>
<td>M&amp;ENVTOX/CIV ENGR/SOIL SCI 631</td>
<td>Toxicants in the Environment: Sources, Distribution, Fate, &amp; Effects</td>
<td>3</td>
</tr>
<tr>
<td>OBS&amp;GYN 955/</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students</td>
<td>2</td>
</tr>
<tr>
<td>SURG SCI 812</td>
<td>Seminar</td>
<td>1</td>
</tr>
<tr>
<td>M&amp;ENVTOX 800</td>
<td>Scientific Communication in Molecular &amp; Environmental Toxicology</td>
<td>2</td>
</tr>
</tbody>
</table>

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Prior coursework that a student wants to have considered must be presented within the first month of UW–Madison residency. Core courses may be appealed, subject to Graduate Achievement Committee approval. Credit total of core course exemptions will need to be made up as electives. Elective credits may be appealed, subject to Graduate Achievement Committee approval; further electives will not need to be taken.

UW–Madison Undergraduate

Core courses taken as an undergraduate will not need to be retaken, commonly including POP HLTH/M&ENVTOX/ONCOLOGY/PHM SCI/PHMCOL-M 625 Toxicology I and POP HLTH/M&ENVTOX/PATH/PHM SCI/PHMCOL-M 626 Toxicology II from the Pharm/Tox program and M&ENVTOX/AGRONOMY/ENTOM/F&W ECOL 634 Ecotoxicology: Impacts on Populations, Communities and Ecosystems in the F&W Ecol program. Equivalent number of didactic elective credits from graduate-level courses must be taken to fulfill the previously taken credits/courses.

UW–Madison University Special

Core courses taken as a UW–Madison University Special student will not need to be taken, commonly including M&ENVTOX/ONCOLOGY/PHM SCI/PHMCOL-M/POP HLTH 625 Toxicology I and M&ENVTOX/PATH/PHM SCI/PHMCOL-M/POP HLTH 626 Toxicology II, as a student prepares for the toxicology program. Equivalent number of didactic elective credits from graduate-level courses must be taken to fulfill the previously taken credits/courses.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.
A committee often accomplishes advising for the students in the early stages of their studies.

A student's advisory committee is made up of the thesis advisor and at least two further members, based on the needs of the student and mentor.

**CREDITS PER TERM ALLOWED**

12 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employee(disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Molecular & Environmental Toxicology Grievance Policy**

If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students' concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc.). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages and published handbooks for information. If such procedures exist at the local level, these should be investigated first. For more information see the Graduate School Academic Policies & Procedures: Grievances & Appeals: grad.wisc.edu/acadpolicy/#grievancesandappeals (http://grad.wisc.edu/acadpolicy/#grievancesandappeals)

Procedures for proper accounting of student grievances:

1. Initiate a written record containing dates, times, people, and description of activities. Update this record as needed while completing additional procedures below.
2. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.
3. Should a satisfactory resolution not be achieved, the student should contact the program's Grievance Advisor or Director of Graduate Study to discuss the grievance. The Grievance Advisor or Director of Graduate Study will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Equity and Diversity website: oed.wisc.edu/index.html (http://oed.wisc.edu/).
4. Other campus resources include:
   - The Graduate School - grad.wisc.edu (http://grad.wisc.edu/)
   - McBurney Disability Resource Center - mcburney.wisc.edu (http://mcburney.wisc.edu/)
   - Employee Assistance Office - eao.wisc.edu (http://eao.wisc.edu/)
   - Ombuds Office - ombuds.wisc.edu (http://ombuds.wisc.edu/)
   - University Health Services – uhs.wisc.edu (http://uhs.wisc.edu/)
   - UW Office of Equity and Diversity - oed.wisc.edu/index.html (http://oed.wisc.edu/)
5. If the issue is not resolved to the student's satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.
6. On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.
7. The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.
8. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the School/College.
9. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies and
on the program website.

The program is developing a database of resources that will be available semester from the professional development areas of:

recommends that students complete three units (hours/activities) per semester. After having settled on a lab, their research mentor will fund the student, either through his/her research grants, program-available TA-ships, or other fellowships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

PROFESSIONAL DEVELOPMENT

Professional development goes beyond what students do in the classroom and at the bench. It includes an array of skills and knowledge that are not often taught yet are vitally important to furthering one's career.

All students are required to complete the AAAS Individual Development Plan (http://myidp.sciencecareers.org/) following their first semester to identify strengths in their background, as well as areas where further professional development are recommended. In addition, the program encourages students to make use of the Graduate School's DiscoverPD resource (https://my.grad.wisc.edu/DiscoverPD/). Finally, students are able to track progress through annual committee meetings, at which time students and advisors are asked to complete an evaluation of progress and have a frank discussion about areas for improvement.

The Molecular & Environmental Toxicology Program currently recommends that students complete three units (hours/activities) per semester from the professional development areas of:

• Discipline-Specific Conceptual Knowledge
• Research Skill Development
• Communication Skills
• Professionalism
• Leadership & Management Skills
• Responsible Conduct of Research (Ethics)

The program is developing a database of resources that will be available on the program website.

LEARNING OUTCOMES

1. Demonstrate a didactic knowledge of both molecular toxicology and environmental toxicology.
2. Understand that science and research is based on trust—trust between scientists and colleagues, trust between scientists and policy makers, trust between scientists and advisory boards, and trust between scientists and society.
3. Verbally communicate their science and do so in a clear manner for a variety of audiences.

PEOPLE

Faculty: See Faculty (http://metc.wisc.edu/people_category/faculty/) on program website.

MOLECULAR AND ENVIRONMENTAL TOXICOLOGY, PH.D.

Molecular and environmental toxicology is a multidisciplinary subject that involves the study of mechanisms of action of environmental toxicants on humans and other organisms and the behavior of these toxicants in the environment. The UW–Madison Molecular and Environmental Toxicology Center's graduate program provides students with expert knowledge in at least one specialty plus a broad understanding of other specialties that contribute to the resolution of environmental toxicology problems. The center is sponsored by the School of Medicine and Public Health as well as the College of Agricultural and Life Sciences, the School of Veterinary Medicine, and the School of Pharmacy. The center links researchers in numerous academic departments who are working on problems in this area.

An interdisciplinary graduate program leading to the doctor of philosophy or a master of science in molecular and environmental toxicology is offered by the center under the direction of an executive committee composed of faculty affiliated with the center. The program offers two general approaches: mechanisms of pathobiology of chemically induced disease and environmental activities of chemicals. Each approach is subdivided into focal areas including metabolic and genetic toxicology, neurotoxicology, and immunotoxicology; and ecotoxicology, bioremediation, and distribution and assessment of environmental chemicals. All students participate in a core curriculum that addresses these various areas and that is supplemented by other advanced, specialized courses. Students perform research under the guidance of one of the center's graduate faculty members.

Recipients of graduate degrees in molecular and environmental toxicology pursue careers in governmental agencies (policymaking, regulations, standard setting, or research), private industry (e.g., hazardous waste management, occupational safety, consumer affairs, research and development, or regulatory compliance), and the academic community (teaching and research). The center office maintains specific information concerning career placements.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
</tbody>
</table>
Summer Deadline: The program does not admit in the summer.
GRE (Graduate Record Examinations): Not required but may be considered if available.
English Proficiency Test: Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).
Other Test(s) (e.g., GMAT, MCAT): n/a
Letters of Recommendation Required: 3

The Molecular & Environmental Toxicology Program's admission deadline is December 1 for consideration matriculation in fall the following year (i.e., December 1, 2017 deadline for a fall 2018 matriculation).

To qualify for graduate study in Molecular and Environmental Toxicology, applicants normally have a bachelor's degree in a biological or physical science, with at least a 3.0 GPA (on a 4.0 scale). The following courses should be completed before entrance to the program: four semesters of chemistry, including at least one of organic (depending on the planned direction within the program, a semester of either analytical chemistry or biochemistry is highly recommended); one semester of math-based physics (a second semester is highly recommended); and three semesters of biology, including coverage of introductory genetics. One or more semesters of calculus is highly recommended. If applicants have not taken one semester of statistics, biometrics, or an equivalent course, and one semester of biochemistry equivalent to the UW–Madison Biochem 501 course, then these courses must be taken as part of the program and will fulfill elective credit requirements for the major. Students with a limited number of deficiencies may be admitted, but must eliminate these deficiencies early in their graduate study. International students should also send scores of the Test of English as a Foreign Language (TOEFL), or International English Language Testing System (IELTS).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Assuming sufficient progress to degree, financial aid is provided to all Ph.D. students, usually in the form of grant-supported research assistantships, institutional fellowships, teaching assistantships or advanced opportunity fellowships for minority or disadvantaged students. Students are encouraged to contact individual professors in their areas of interest to determine whether support is available for working in that lab.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
</tr>
<tr>
<td>Overall Requirement</td>
</tr>
<tr>
<td>Other Grade Requirement</td>
</tr>
</tbody>
</table>
Assessments and Examinations: Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements: Contact the program for information on any language requirements.

Doctoral Minor/Breadth Requirements: Doctoral students are not required to complete a minor, but may do so if they wish.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M&amp;ENVTOX/</td>
<td>Toxicology Core Curriculum</td>
<td></td>
</tr>
<tr>
<td>ONCOLOGY/PHM SCI/PHMCOL-M/POP HLTH 625</td>
<td>Toxicology I</td>
<td>3</td>
</tr>
<tr>
<td>M&amp;ENVTOX/PATH/PHM SCI/PHMCOL-M/POP HLTH 626</td>
<td>Toxicology II</td>
<td>3</td>
</tr>
<tr>
<td>M&amp;ENVTOX/CIV ENGR/SOIL SCI 631</td>
<td>Toxicants in the Environment: Sources, Distribution, Fate, &amp; Effects</td>
<td>3</td>
</tr>
<tr>
<td>M&amp;ENVTOX/AGRONOMY/ENTOM/F&amp;W ECOL 634</td>
<td>Ecotoxicology: Impacts on Populations, Communities and Ecosystems</td>
<td>1</td>
</tr>
<tr>
<td>OBS&amp;GYN 955/SURG SCI 812</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students</td>
<td>2</td>
</tr>
<tr>
<td>M&amp;ENVTOX 801</td>
<td>Scientific Communication in Molecular &amp; Environmental Toxicology</td>
<td>2</td>
</tr>
<tr>
<td>OBS&amp;GYN 956</td>
<td>Advanced Responsible Conduct of Research for Biomedical Students (following advancement to candidacy)</td>
<td>1</td>
</tr>
<tr>
<td>M&amp;ENVTOX 800</td>
<td>Seminar</td>
<td>1</td>
</tr>
<tr>
<td>M&amp;ENVTOX 990</td>
<td>Research</td>
<td>1-9</td>
</tr>
</tbody>
</table>

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Prior coursework that a student wants to have considered must be presented within the first month of UW–Madison residency. Core courses may be appealed, subject to Graduate Achievement Committee approval. Credit total of core course exemptions will need to be made up as electives. Elective credits may be appealed, subject to Graduate Achievement Committee approval; further electives will not need to be taken.

UW–Madison Undergraduate

Core courses taken as an undergraduate will not need to be retaken, commonly including M&ENVTOX/ONCOLOGY/PHM SCI/PHMCOL-M/POP HLTH 625 Toxicology I and M&ENVTOX/PATH/PHM SCI/PHMCOL-M/POP HLTH 626 Toxicology II from the Pharm/Tox program and F&W ECOL/AGRONOMY/ENTOM/M&ENVTOX 634 Ecotoxicology: Impacts on Populations, Communities and Ecosystems in the F&W Ecol program. Equivalent number of didactic elective credits from graduate-level courses must be taken to fulfill the previously taken credits/courses.

UW–Madison University Special

Core courses taken as a UW–Madison University Special student will not need to be taken, commonly including M&ENVTOX/ONCOLOGY/PHM SCI/PHMCOL-M/POP HLTH 625 Toxicology I and M&ENVTOX/PATH/PHM SCI/PHMCOL-M/POP HLTH 626 Toxicology II, as a student prepares for the toxicology program. Equivalent number of didactic elective credits from graduate-level courses must be taken to fulfill the previously taken credits/courses.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor and advisory committee on a regular (annual) basis.

A committee often accomplishes advising for the students in the early stages of their studies.

A student’s advisory committee is made up of the thesis advisor and three-five further members, based on the needs of the student and mentor. At least one of the committee members needs to be outside of the advisor’s department and at least one of the committee members needs to be outside of the the Molecular & Environmental Toxicology Program. (This member can be one and the same).

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.
A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting ([https://dosr.students.wisc.edu/bias-or-hate-reporting/](https://dosr.students.wisc.edu/bias-or-hate-reporting/))
- Graduate Assistantship Policies and Procedures ([https://hr.wisc.edu/policies/gapp/#grievance-procedure](https://hr.wisc.edu/policies/gapp/#grievance-procedure))
- Hostile and Intimidating Behavior Policies and Procedures ([https://hr.wisc.edu/hib/](https://hr.wisc.edu/hib/))
  - Office of the Provost for Faculty and Staff Affairs ([https://facstaff.provost.wisc.edu/](https://facstaff.provost.wisc.edu/))
  - Dean of Students Office ([https://doos.students.wisc.edu/](https://doos.students.wisc.edu/)) (for all students to seek grievance assistance and support)
  - Employee Assistance ([http://www.eao.wisc.edu/](http://www.eao.wisc.edu/)) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office ([https://employee.disabilities.wisc.edu/](https://employee.disabilities.wisc.edu/)) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School ([https://grad.wisc.edu/](https://grad.wisc.edu/)) (for informal advice at any level of review and for official appeals of programdepartmental or school/college grievance decisions)
  - Office of Compliance ([https://compliance.wisc.edu/](https://compliance.wisc.edu/)) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards ([https://conduct.students.wisc.edu/](https://conduct.students.wisc.edu/)) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff ([http://www.ombuds.wisc.edu/](http://www.ombuds.wisc.edu/)) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX ([https://compliance.wisc.edu/titleix/](https://compliance.wisc.edu/titleix/)) (for concerns about discrimination)

**Molecular & Environmental Toxicology Grievance Policy**

If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students’ concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc.). Many departments and schools/colleges have established specific procedures for handling such situations; check their web pages and published handbooks for information. If such procedures exist at the local level, these should be investigated first. For more information see the Graduate School Academic Policies & Procedures: [Grievances & Appeals: grad.wisc.edu/acadpolicy/#grievancesandappeals (http://grad.wisc.edu/acadpolicy/#grievancesandappeals)](http://grad.wisc.edu/acadpolicy/#grievancesandappeals)

Procedures for proper accounting of student grievances:

1. Initiate a written record containing dates, times, people, and description of activities. Update this record as needed while completing additional procedures below.

2. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.

3. Should a satisfactory resolution not be achieved, the student should contact the program's Grievance Advisor or Director of Graduate Study to discuss the grievance. The Grievance Advisor or Director of Graduate Study will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Equity and Diversity website: [oeo.wisc.edu/index.html (http://oeo.wisc.edu/)](http://oeo.wisc.edu/).

4. Other campus resources include:

   - The Graduate School - [grad.wisc.edu](http://grad.wisc.edu/)
   - McBurney Disability Resource Center - [mcburney.wisc.edu](http://mcburney.wisc.edu/)
   - Employee Assistance Office - [eao.wisc.edu](http://eao.wisc.edu/)
   - Ombuds Office - [ombuds.wisc.edu](http://ombuds.wisc.edu/)
   - University Health Services – [uh.s.wisc.edu](http://uh.s.wisc.edu/)
   - UW Office of Equity and Diversity - [oed.wisc.edu/index.html](http://oed.wisc.edu/)

5. If the issue is not resolved to the student's satisfaction the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.

6. On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.

7. The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

8. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the School/College.

9. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: [grad.wisc.edu/acadpolicy/#grievancesandappeals](http://grad.wisc.edu/acadpolicy/#grievancesandappeals)

**OTHER**

Students are funded by program dollars to do rotations during their first semester. After having settled on a lab, their research mentor will fund the student, either through his/her research grants, program-available TAships, or other fellowships.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

PROFESSIONAL DEVELOPMENT
Professional development goes beyond what students do in the classroom and at the bench. It includes an array of skills and knowledge that are not often taught yet are vitally important to furthering one's career.

All students are required to complete the AAAS Individual Development Plan (http://myidp.sciencecareers.org/) following their first semester to identify strengths in their background, as well as areas where further professional development are recommended. In addition, the program encourages students to make use of the Graduate School's DiscoverPD resource (https://my.grad.wisc.edu/DiscoverPD/). Finally, students are able to track progress through annual committee meetings, at which time students and advisors are asked to complete an evaluation of progress and have a frank discussion about areas for improvement.

The Molecular & Environmental Toxicology Program currently recommends that students complete three units (hours/activities) per semester from the professional development areas of:

- Discipline-Specific Conceptual Knowledge
- Research Skill Development
- Communication Skills
- Professionalism
- Leadership & Management Skills
- Responsible Conduct of Research (Ethics)

The program is developing a database of resources that will be available on the program website.

LEARNING OUTCOMES

1. Teach science, engaging audiences and helping them to learn.
2. Demonstrate a didactic knowledge of both molecular toxicology and environmental toxicology.
3. Design future experiments and present them as a proposal, which contains background information, experimental processes, and account for any set-backs.
4. Write for a proper audience, revising and responding to reviewers as appropriate.
5. Verbally communicate their science and do-so in a clear manner for a variety of audiences.
6. Understand that science and research is based on trust - trust between scientists and colleagues, trust between scientists and policy makers, trust between scientists and advisory boards, and trust between scientists and society.

PEOPLE

Faculty: See Faculty (http://metc.wisc.edu/people_category/faculty/) on program website.

NEUROSCIENCE, DOCTORAL MINOR

Neuroscience as a discipline is at a vital juncture. Groundbreaking advances such as mapping of the human genome, development of advanced molecular, genetic, and imaging technologies, and novel integrative approaches have expanded knowledge about the workings of the brain as never before. With this increased understanding, neuroscientists now envision significant treatments for numerous diseases, including neurodegenerative diseases, psychiatric illnesses, and developmental and emotional disorders. The doctoral minor in neuroscience is both interdepartmental and interdisciplinary. The course curriculum draws on expertise from faculty who are spread across over 22 departments on campus.

A doctoral minor in neuroscience will be of interest to doctoral students who are interested in augmenting the discipline to their research. The minor emphasizes the core sequence of cell and molecular neuroscience and systems neuroscience as well as a midlevel graduate course in one of the two areas: cell/molecular/developmental or systems/behavior.

ADMISSIONS

Contact NTP staff (ntp@mailplus.wisc.edu, 608-262-4932).

REQUIREMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NTP/NEURODPT 610</td>
<td>Cellular and Molecular Neuroscience</td>
<td>4</td>
</tr>
<tr>
<td>NTP/NEURODPT/PSYCH 611</td>
<td>Systems Neuroscience</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td></td>
</tr>
<tr>
<td></td>
<td>NTP mid-level course</td>
<td></td>
</tr>
</tbody>
</table>

Students must receive a grade point average of 3.0 for all required courses to receive the minor.

Once the requirement has been met, please return the completed PhD Minor in Neuroscience Form (https://ntp.wiscweb.wisc.edu/wp-content/uploads/sites/81/2017/03/PhD_Minor_Form.pdf) to the Neuroscience Training Program office for signature by the program director.

ELECTIVES

Cellular/Molecular/Developmental Approved Mid-levels

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOCHEM/PHMCOL-M/ZOOLOGY 610</td>
<td>Cellular Signal Transduction</td>
<td>Mechanisms</td>
</tr>
<tr>
<td>B M E/MED PHYS/PHMCOL-M/PHYSICS/RADIOL 619</td>
<td>Microscopy of Life</td>
<td>3</td>
</tr>
</tbody>
</table>
The Neuroscience Training Program (NTP) was established in 1971. Currently, it comprises more than 80 faculty members whose research interests range from molecular neurobiology to integrative systems. The program is designed to prepare students for careers in research and teaching. On average the number of students in the program is approximately 55. The program is best suited for students who are independent and wish to take a direct role in determining their graduate education. Training leads to the Ph.D. degree in neuroscience or the M.D./Ph.D. degree in cooperation with the School of Medicine and Public Health.

The doctoral program of each graduate student in the training program is tailored to meet individual needs. Each student’s program is supervised by an advisory committee of five faculty members selected by the student in consultation with the major professor. During the first year students complete three laboratory rotations and take one-semester courses in molecular/cellular neuroscience and systems neuroscience. Students also take one upper-level course in molecular/cellular and systems neuroscience. Additional advanced courses may be taken to complement individual research interests.

A preliminary examination is required of all Ph.D. degree candidates at the end of the second year of graduate study. The examination consists of two written papers that are presented orally to the student’s advisory committee. The first paper is a critical evaluation of a research topic outside the student’s major area of interest. The second paper is a thesis research proposal. Additional requirements for the Ph.D. degree are attendance at the weekly neuroscience seminar and completion of one semester of teaching.

The central forum for intellectual exchange in the program is the neuroscience seminar (NTP 900 Neuroscience Seminar: Current Topics in Neurobiology), which meets weekly and is attended by neuroscience students and faculty. During an academic year, members of the program choose six topics in current neuroscience research for consideration. Topics are reviewed intensively in study groups supervised by faculty sponsors. Critical summaries of each topic are then presented by students to participants in the seminar as a series of lectures and discussions. Each three- to four-week topic session concludes with a lecture by an outside invited speaker who is well known for his or her research in the topic area. In the course of every three- to four-year period, most of the major research areas in neuroscience are reviewed in the neuroscience seminar; consequently, students become familiar with the breadth of contemporary neuroscience.
The average time taken by students to complete the Ph.D. degree is five years. The program prepares students for careers primarily in research and teaching in universities and colleges and careers outside of academia. Of the more than 200 students who have earned the Ph.D. degree in the program, more than 95 percent have careers in biomedical science.

NEUROSCIENCE & PUBLIC POLICY PROGRAM

The Neuroscience & Public Policy Program (N&PP) offers three integrated degree tracks with the cooperation of the Neuroscience Training Program, the La Follette School of Public Affairs, and the University of Wisconsin–Madison Law School. The N&PP is based on two strongly held beliefs: first, that sound science and technology policy and law are essential for the well-being of societies; second, that a step toward ensuring such policy is to train future scientists in the making of public policy or the law and prepare them to participate in bringing science and society closer together.

The program offers students the opportunity to earn a Ph.D. degree in neuroscience as well as a master of public affairs (MPA), a master of international public affairs (MIPA), or juris doctorate (J.D.). In each of the degree tracks, the program brings together faculty from neuroscience, public policy, bioethics, sociology, law, and other related fields to train research neuroscientists who will be qualified to help shape public policy or the law. The cross-disciplinary training combines didactic and laboratory research training in neuroscience with a classroom-based and hands-on education in public policy or the law.

For more information about the double and dual degree tracks offered through the neuroscience and public policy program, including admissions and program requirements, please visit the program website (https://npp.wisc.edu/).

ADMISSIONS

Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 1367)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Each student receives a stipend that covers tuition, fees, living costs, and health insurance and is guaranteed for five years if progress is satisfactory. Financial support is provided from the program’s NIH training grant, fellowships, and faculty research grants. Limited support is available for international students.

Our program also works with students to submit proposals for fellowships. For more information on those funding opportunities please visit our website (https://ntp.neuroscience.wisc.edu/funding-opportunities/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
</tbody>
</table>

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Please note that the program website (https://npp.wisc.edu/) contains additional information, including links to the university’s Course Guide and other resources.
Assessments and Examinations
Submit a manuscript suitable for publication or the equivalent of part two of the preliminary exam to their advisory committee for approval. Approval should occur once the student has presented either option at their advisory committee meeting.

Language Requirements
No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NTP/NEURODPT 610</td>
<td>Cellular and Molecular Neuroscience</td>
<td>10</td>
</tr>
<tr>
<td>NTP/NEURODPT/PSYCH 611</td>
<td>Systems Neuroscience</td>
<td></td>
</tr>
<tr>
<td>NTP 700</td>
<td>Professional Development for Biomedical Graduate Students</td>
<td></td>
</tr>
<tr>
<td>NTP 701</td>
<td>Experimental Design and Statistical Methodology</td>
<td></td>
</tr>
</tbody>
</table>

One Mid-level Molecular/Cellular/Developmental Neuroscience Course

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOCHEM/PHMCOL-M/ZOOLOGY 630</td>
<td>Cellular Signal Transduction Mechanisms</td>
<td></td>
</tr>
<tr>
<td>B M E/MED PHYS/PHMCOL-M/PHYSICS/RADIOL 619</td>
<td>Microscopy of Life</td>
<td></td>
</tr>
<tr>
<td>NTP/NEURODPT 629</td>
<td>Molecular and Cellular Mechanisms of Memory</td>
<td></td>
</tr>
<tr>
<td>NTP/NEUROL 735</td>
<td>Neurobiology of Disease</td>
<td></td>
</tr>
<tr>
<td>NTP 670</td>
<td>Stem Cells and the Central Nervous System</td>
<td></td>
</tr>
<tr>
<td>NTP 675</td>
<td>Special Topics</td>
<td></td>
</tr>
<tr>
<td>NTP/NEURODPT/ZOOLOGY 765</td>
<td>Developmental Neuroscience</td>
<td></td>
</tr>
<tr>
<td>PHMCOL-M 781</td>
<td>Molecular and Cellular Principles in Pharmacology</td>
<td></td>
</tr>
<tr>
<td>ZOOLOGY 604</td>
<td>Computer-based Gene and Disease/Disorder Research Lab</td>
<td></td>
</tr>
</tbody>
</table>

One Mid-level Systems/Behavioral Neuroscience Course

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M E 601</td>
<td>Special Topics in Biomedical Engineering</td>
<td></td>
</tr>
<tr>
<td>CS&amp;D 850</td>
<td>Hearing Science I: Basic Acoustics and Psychoacoustics</td>
<td></td>
</tr>
<tr>
<td>COMP SCI/B M I/PSYCH 841</td>
<td>Computational Cognitive Science</td>
<td></td>
</tr>
<tr>
<td>KINES 713</td>
<td>Neural Basis of Normal and Pathological Movement</td>
<td></td>
</tr>
<tr>
<td>KINES 721</td>
<td>Neural Basis for Movement</td>
<td></td>
</tr>
<tr>
<td>KINES 861</td>
<td>Principles of Motor Control and Learning</td>
<td></td>
</tr>
<tr>
<td>NTP/NEURODPT 630</td>
<td>Neuronal Mechanisms for Sensation and Memory in Cerebral Cortex</td>
<td></td>
</tr>
<tr>
<td>NTP 677</td>
<td>Basic Sleep Mechanisms and Sleep Disorders: from Neurobiology to Sleep Medicine</td>
<td></td>
</tr>
<tr>
<td>NTP 675</td>
<td>Special Topics</td>
<td></td>
</tr>
<tr>
<td>NTP/MED PHYS 651</td>
<td>Methods for Neuroimaging Research</td>
<td></td>
</tr>
<tr>
<td>PSYCH 711</td>
<td>Current Topics in Psychology</td>
<td></td>
</tr>
<tr>
<td>PSYCH 733</td>
<td>Perceptual and Cognitive Sciences</td>
<td></td>
</tr>
<tr>
<td>PSYCH 964</td>
<td>Seminar-Physiological Psychology</td>
<td></td>
</tr>
<tr>
<td>PSYCH 918</td>
<td>Seminar-General Psychology</td>
<td></td>
</tr>
</tbody>
</table>

Seminar

NTP 900 | Neuroscience Seminar. Current Topics in Neurobiology | |

Students in our program are expected to be enrolled in NTP 900 every Fall/Spring semester.

Research Credits

NTP 990 | Research and Thesis | |

Students in our program are expected to be enrolled in NTP 990 every Fall/Spring/Summer semester. When students enroll in NTP 990, they should plan to enroll for the appropriate number of credits to reach the minimum required credits each semester to have full-time student status. Other advanced courses or additional research credits as recommended by the advisory committee to meet the minimum credit requirement.

Total Credits 30+

1 PSYCH 711 is a special topics course. The following topics under this course listing are approved to take and will count as a midlevel:
- Cognitive Neuroscience of Attention and Memory
- Introduction to Neural Network Modeling of Cognition

2 *Two PSYCH 733 courses (8 weeks each) must be taken to meet the Mid-level Systems/Behavioral Neuroscience requirement. The following course topics are approved:
- Cognitive Neuroscience of Reading and Dyslexia
- Knotty Problems in Psycholinguistics

3 See "Credits Per Term Allowed" policy (http://guide.wisc.edu/graduate/medicine-public-health-school-wide/neuroscience-phd/#policiestext) for further information on full-time registration.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval credits from former graduate institutions may be allowed to count toward degree. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval credits from graduate level courses (numbered 300 or above) taken as an undergraduate at UW–Madison may be allowed to count toward degree up to 7 credits. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, coursework numbered 300 or above taken as a UW–Madison Special student may be allowed to count toward the degree up to 15 credits. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

Failure to pass the preliminary examination before the start of the spring semester of the third year will result in being placed on probation. Two consecutive semesters of enrollment on probation precludes continuation in the program.

ADVISOR / COMMITTEE

An advisory committee of five or more tenure-track or tenured faculty members will oversee your graduate education. During the first year, before an advisory committee has been formed and a major professor selected, the First-Year Advisory Committee will serve as your advisor. The First-Year Advisory Committee will help you select courses, laboratory rotations, and your major professor, and they can assist you with other issues that may arise during the first year.

After you have chosen a lab, your major professor will help you in choosing the other members of your advisory committee. Choose this committee carefully, taking time to discuss potential members with faculty and other students. Selection of a major professor and the additional four members of the advisory committee should be completed by the end of March of the first year. At least five members of the committee must be tenure-track or tenured professors at UW–Madison. At least three members of the committee should be members of the program. To ensure that advisory committees reflect a broad perspective, at least three different areas of neuroscience or approaches to neuroscience must be represented on the committee. Examples of different areas include behavior/cognition, development, synaptic transmission/membrane excitability. Examples of different approaches include electrophysiology, genetic/model organisms, biochemistry/pharmacology, human brain imaging, stem cells. The student is responsible for describing how the proposed committee represents at least three areas/approaches. The composition of each student’s advisory committee will be reviewed and must be approved by the First-Year Advisory Committee. All changes to the makeup of your advisory committee, must be approved by the First-Year Advisory Committee. N&PP students are required to have at least one member of the N&PP Steering Committee represented on their thesis advisory committee.

In order to have your committee approved you must fill out and turn in the NTP Advisory Committee Approval Form (https://ntp.wiscweb.wisc.edu/wp-content/uploads/sites/81/2017/02/NTP-ADVISORY-COMMITTEE-APPROVAL-FORM.doc) which is found on the NTP website (https://ntp.neuroscience.wisc.edu/forms/). After you return the form to the NTP office, the First-Year Advisory Committee will review your proposed committee and approve your committee or make suggestions for additional members to ensure a broad perspective.

The advisory committee will meet with you once each semester before you become a dissertator (during the first four or five academic semesters) and once each year after you become a dissertator to review your progress. At least four members of the committee must be present at each meeting. Your major professor chairs the advisory committee and will write a report (https://ntp.wiscweb.wisc.edu/wp-content/uploads/sites/81/2017/10/Advisory-Committee-Report-12.12.14.doc) that summarizes each meeting. You should review each report and discuss it with your major professor. Every report must be signed by you and your major professor and becomes part of your permanent record. The summary reports are used by the steering committee, program faculty, and director to monitor progress. If you believe the report does not describe your progress accurately or is in error in some other respect, you should bring these concerns to the attention of your major professor immediately. If a satisfactory resolution cannot be achieved, you should inform the First-Year Advisory Committee, which will assist you in deciding whether to ask for a review by the steering committee. The First-Year Advisory Committee can handle any issues or problems that arise after the first year and are not resolved by your advisory committee. An Advisory Committee Report form (https://ntp.wiscweb.wisc.edu/wp-content/uploads/sites/81/2017/10/Advisory-Committee-Report-12.12.14.doc) is shown in the appendix of the Handbook (https://ntp.wiscweb.wisc.edu/handbook/) and can be found on the NTP website (https://ntp.neuroscience.wisc.edu/forms/).

Once a committee is formed you are required to have a committee meeting every semester until you become a dissertator. As a dissertator you are required to have one meeting per year until your thesis defense. For each meeting you have there is a required form you must fill out to find those forms see this link (https://ntp.neuroscience.wisc.edu/forms/).

CREDITS PER TERM ALLOWED

Full-time registration is required of all students in the program during the fall and spring semesters. The Graduate School considers full-time registration for students who are not dissertators (please see below) to be 8–15 graduate-level credits (level 300 and above, no audits or pass-fail) during each of the fall and spring semesters. Though the maximum number of credits is 15, we strongly encourage students to enroll for a maximum of 12 credits. In the summer, students in the program who are not dissertators may register for 2 credits during the 8-week summer session, which is not considered full-time registration. If you decide to register for 2 research credits, you are responsible for knowing about other obligations that may be affected by part-time registration in the summer, such as visa regulations or those of certain funding agencies that may require continuous full-time registration for the calendar year (see Graduate School Academic Guidelines for additional caveats). You are eligible to become a dissertator after you have passed the program’s preliminary examination and have met the Graduate School’s residency requirements.

TIME CONSTRAINTS

The final dissertation must be completed by the end of the fifth academic year. If the dissertation is not completed by the end of the summer
following the sixth academic year, the student’s advisory committee must meet with the steering committee to present a written statement explaining why the dissertation has not been completed.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
- Dean of Students Office (https://dso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeesdisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of programdepartmental or schoolcollege grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Grievance Policy for Graduate Programs in the School of Medicine and Public Health**

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).

**Exclusions**

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

**Requirements for Programs**

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor’s name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, but also not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

**Procedures**

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. The fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
c. The grievance advisor or program director will share the response with the student filing the grievance.
d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur:
a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student's graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student's initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.
d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee's recommendation.
e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.
7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits
Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER
All admitted students are funded and receive a stipend. The stipend rate is set by the program.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. (Knowledge and Skills) Develop the knowledge base necessary for a career as an independent, professional scientist.
2. (Professional and Ethical Conduct) Receive training in responsible conduct of research, and will learn and foster principles of ethical and professional conduct.

PEOPLE
Faculty: Professor Ari Rosenberg (director). For a comprehensive faculty list, visit the program website (https://ntp.neuroscience.wisc.edu/faculty-trainers/).

NEUROSCIENCE, PH.D.
The Neuroscience Training Program (NTP) was established in 1971. Currently, it comprises over 80 faculty members whose research interests range from molecular neurobiology to integrative systems. The program is designed to prepare students for careers in research and teaching. On average the number of students in the program is approximately 55. The program is best suited for students who are independent and wish to take a direct role in determining their graduate education. Training leads to the Ph.D. degree in neuroscience or the M.D./Ph.D. degree in cooperation with the School of Medicine and Public Health.

The doctoral program of each graduate student in the training program is tailored to meet individual needs. Each student's program is supervised by an advisory committee of five faculty members selected by the student in consultation with the major professor. During the first year students complete three laboratory rotations and take one-semester courses in molecular/cellular neuroscience, systems neuroscience, and experimental design and statistical methodology. Students also take one upper-level course in molecular/cellular and systems neuroscience. Additional advanced courses may be taken to complement individual research interests.
NEUROSCIENCE & PUBLIC POLICY PROGRAM

The Neuroscience & Public Policy Program (N&PP) offers three integrated degree tracks with the cooperation of the Neuroscience Training Program, the La Follette School of Public Affairs and the University of Wisconsin–Madison Law School. The N&PP is based on two strongly held beliefs: first, that sound science and technology policy and law are essential for the well-being of societies; second, that a step toward ensuring such policy is to train future scientists in the making of public policy or the law and prepare them to participate in bringing science and society closer together.

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For more information about the double and dual degree tracks offered through the neuroscience and public policy program, including admissions and program requirements, please visit the program website (https://npp.wisc.edu).

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Details about the Neuroscience Training Program admissions process can be found here (https://ntp.neuroscience.wisc.edu/admissions-requirements/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Each student receives a stipend that covers tuition, fees, living costs, and health insurance and is guaranteed for five years if progress is satisfactory. Financial support is provided from the Program’s NIH training grant, fellowships, and faculty research grants. Limited support is available for international students.

Our program also works with students to submit proposals for fellowships. For more information on those funding opportunities please visit our website (https://ntp.neuroscience.wisc.edu/funding-opportunities/).
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
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</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 51 credits
Minimum Residence Credit Requirement 32 credits
Minimum Graduate Coursework Requirement Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)).
Overall Graduate GPA Requirement 3.00 GPA required.
Other Grade Requirements The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations
Candidates must meet with their advisory committee once per semester until they become a dissertation and then once per year thereafter.

The preliminary examination consists of two papers: a dissertation proposal, and a critical research paper unrelated to the proposal. The preliminary examination should be completed by the end of the second summer of graduate study. Students who fail one or both parts of the preliminary examination may retake the examination within two months. Failure to pass the examination the second time will result in dismissal from the program.

The final dissertation must be submitted to the advisory committee and an oral defense of the thesis must be given. The thesis defense consists of a public presentation of the thesis followed by a closed meeting with the advisory committee. Deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements

No language requirements.

Doctoral Minor/ Breadth Requirements
Completion of a doctoral minor is not required of students in the NTP doctoral program.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NTP/ NEURODPT 610</td>
<td>Cellular and Molecular Neuroscience</td>
<td>10</td>
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<tr>
<td>NTP/NEURODPT/ PSYCH 611</td>
<td>Systems Neuroscience</td>
<td></td>
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<tr>
<td>NTP 700</td>
<td>Professional Development for Biomedical Graduate Students</td>
<td></td>
</tr>
<tr>
<td>NTP 701</td>
<td>Experimental Design and Statistical Methodology</td>
<td></td>
</tr>
<tr>
<td>One Mid-level Molecular/Cellular/Developmental Neuroscience Course</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/ PHMCOL-M/ ZOOLOGY 630</td>
<td>Cellular Signal Transduction Mechanisms</td>
<td></td>
</tr>
<tr>
<td>B M E/MED PHYS/ PHMCOL-M/ PHYSICS/ RADIOL 619</td>
<td>Microscopy of Life</td>
<td></td>
</tr>
<tr>
<td>NTP/ NEURODPT 629</td>
<td>Molecular and Cellular Mechanisms of Memory</td>
<td></td>
</tr>
<tr>
<td>NTP/NEUROL 735</td>
<td>Neurobiology of Disease</td>
<td></td>
</tr>
<tr>
<td>NTP 670</td>
<td>Stem Cells and the Central Nervous System</td>
<td></td>
</tr>
<tr>
<td>NTP 675</td>
<td>Special Topics</td>
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<tr>
<td>NTP/NEURODPT/ ZOOLOGY 765</td>
<td>Developmental Neuroscience</td>
<td></td>
</tr>
<tr>
<td>PHMCOL-M 781</td>
<td>Molecular and Cellular Principles in Pharmacology</td>
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</tr>
<tr>
<td>ZOOLOGY 604</td>
<td>Computer-based Gene and Disease/ Disorder Research Lab</td>
<td></td>
</tr>
</tbody>
</table>

One Mid-level Systems/Behavioral Neuroscience Course
GRADUATE SCHOOL POLICIES

Prior Coursework

Graduate Work from Other Institutions

With program approval credits from former graduate institutions may be allowed to count toward degree. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval credits from graduate level courses (numbered 300 or above) taken as an undergraduate at UW–Madison may be allowed to count toward degree up to 7 credits. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval coursework numbered 300 or above taken as a UW–Madison Special student may be allowed to count toward the degree up to 15 credits. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

Probation

Failure to pass the preliminary examination before the start of the spring semester of the third year will result in being placed on probation. Two consecutive semesters of enrollment on probation precludes continuation in the program.

Advisor / Committee

An advisory committee of five or more tenure-track or tenured faculty members will oversee your graduate education. During the first year, before an advisory committee has been formed and a major professor selected, the First-Year Advisory Committee will serve as your advisor. The First-Year Advisory Committee will help you select courses, laboratory rotations, and your major professor, and they can assist you with other issues that may arise during the first year.

After you have chosen a lab, your major professor will help you in choosing the other members of your advisory committee. Choose this committee carefully, taking time to discuss potential members with faculty and other students. Selection of a major professor and the additional four members of the advisory committee should be completed by the end of March of the first year. At least five members of the committee must be tenure-track or tenured professors at UW–Madison. At least three members of the committee should be members of the program. To ensure that advisory committees reflect a broad perspective, at least three different areas of neuroscience or approaches to neuroscience must be represented on the committee. Examples of different areas include behavior/cognition, development, synaptic transmission/membrane excitability. Examples of different approaches...
include electrophysiology, genetic/model organisms, biochemistry/pharmacology, human brain imaging, stem cells. The student is responsible for describing how the proposed committee represents at least three areas/approaches. The composition of each student’s advisory committee will be reviewed and must be approved by the First-Year Advisory Committee. All changes to the makeup of your advisory committee, must be approved by the First-Year Advisory Committee. N&PP students are required to have at least one member of the N&PP Steering Committee represented on their thesis advisory committee.

In order to have your committee approved you must fill out and turn in the NTP Advisory Committee Approval Form (https://ntp.wiscweb.wisc.edu/wp-content/uploads/sites/81/2017/02/NTP-ADVISORY-COMMITTEE-APPROVAL-FORM.doc) which is found on the NTP website (https://ntp.neuroscience.wisc.edu/forms/). After you return the form to the NTP office, the First-Year Advisory Committee will review your proposed committee and approve your committee or make suggestions for additional members to ensure a broad perspective.

The advisory committee will meet with you once each semester before you become a dissertator (during the first four or five academic semesters) and once each year after you become a dissertator to review your progress. At least four members of the committee must be present at each meeting. Your major professor chairs the advisory committee and will write a report (https://ntp.wiscweb.wisc.edu/wp-content/uploads/sites/81/2017/10/Advisory-Committee-Report-12.12.14.doc) that summarizes each meeting. You should review each report and discuss it with your major professor. Every report must be signed by you and your major professor and becomes part of your permanent record. The summary reports are used by the steering committee, program faculty, and director to monitor progress. If you believe the report does not describe your progress accurately or is in error in some other respect, you should bring these concerns to the attention of your major professor immediately. If a satisfactory resolution cannot be achieved, you should inform the First-Year Advisory Committee, which will assist you in deciding whether to ask for a review by the steering committee. The First-Year Advisory Committee can handle any issues or problems that arise after the first year and are not resolved by your advisory committee. An Advisory Committee Report form (https://ntp.wiscweb.wisc.edu/wp-content/uploads/sites/81/2017/10/Advisory-Committee-Report-12.12.14.doc) is shown in the appendix of the Handbook (https://ntp.wiscweb.wisc.edu/handbook/) and can be found on the NTP website (https://ntp.neuroscience.wisc.edu/forms/).

Once a committee is formed you are required to have a committee meeting every semester until you become a dissertator. As a dissertator you are required to have one meeting per year until your thesis defense.

For each meeting you have there is a required form you must fill out to find those forms see this link (https://ntp.neuroscience.wisc.edu/forms/).

**CREDITS PER TERM ALLOWED**

Full-time registration is required of all students in the program during the fall and spring semesters. The Graduate School considers full-time registration for students who are not dissertators (please see below) to be 8–15 graduate-level credits (level 300 and above, no audits or pass-fail) during each of the fall and spring semesters. Though the maximum number of credits is 15, we strongly encourage students to enroll for a maximum of 12 credits. In the summer, students in the program who are not dissertators may register for 2 credits during the 8-week summer session, which is not considered full-time registration. If you decide to register for 2 research credits, you are responsible for knowing about other obligations that may be affected by part-time registration in the summer, such as visa regulations or those of certain funding agencies that may require continuous full-time registration for the calendar year (see Graduate School Academic Guidelines for additional caveats). You are eligible to become a dissertator after you have passed the program’s preliminary examination and have met the Graduate School’s residency requirements.

**TIME CONSTRAINTS**

The final dissertation must be completed by the end of the fifth academic year. If the dissertation is not completed by the end of the summer following the sixth academic year, the student’s advisory committee must meet with the steering committee to present a written statement explaining why the dissertation has not been completed.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Grievance Policy for Graduate Programs in the School of Medicine and Public Health**

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so
openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program's grievance advisor is listed on the "Research" tab of the SMPH intranet (https://intranet.med.wisc.edu/).

**Exclusions**

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

**Requirements for Programs**

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor's name on the program's Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incident) on identifying and reporting other issues have been compiled by the Graduate School.

**Procedures**

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program's grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student's satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student's graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student's initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.
d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.

e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER

All admitted students are funded and receive a stipend. The stipend rate is set by the program.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. (Knowledge) Develop the knowledge base necessary for a career as an independent, professional scientist.

2. (Research) Develop and complete original research that advances their specific area of neuroscience.

3. (Communication) Learn to effectively communicate to diverse audiences through writing, oral presentations, and discussions.

4. (Teaching) Learn teaching and mentoring skills necessary for future scientific careers.

5. (Professional and Ethical Conduct) Receive training in responsible conduct of research, and will learn and foster principles of ethical and professional conduct.

6. (Career Preparation) Provided with diverse training that will prepare them for a range of flexible and sustainable careers (e.g., academia, industry, government, science policy and administration, science commerce, science writing, law, and science education and outreach at all levels).

PEOPLE

Faculty: Professor Ari Rosenberg (director). For a comprehensive faculty list, visit the program website (https://ntp.neuroscience.wisc.edu/faculty-trainers/).

PHYSIOLOGY, M.S.

Admissions to the Physiology M.S. have been suspended as of fall 2018 and will be discontinued as of fall 2024. If you have any questions, please contact the department (https://pgtp.wisc.edu/).

The physiology graduate training program is interdisciplinary in its approach to scientific research, reflecting the breadth of the discipline of physiology. Powerful new tools in modern biology make it possible to link the cellular and molecular with integrative levels in physiological systems, the cardiovascular, respiratory, renal, endocrine, neurophysiological, gastrointestinal, musculoskeletal, and metabolic systems. The program provides doctoral training in mechanistic studies that use these new tools to study the functions of molecules, cells, tissues, and organ systems in preparation for careers in biomedical research, biotechnology, and academic teaching. Students learn through lecture courses, seminar courses, seminars by speakers from campus and from other institutions, journal clubs and, most important, from their research mentors. Students are encouraged to interact with other training programs and research centers to broaden their knowledge and experience. Gaining expertise in public speaking is an important component of the program.

ADMISSIONS

Admissions to the Physiology M.S. have been suspended as of fall 2018 and will be discontinued as of fall 2024. If you have any questions, please contact the department (https://pgtp.wisc.edu/).

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 1377).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial aid is provided to all students, usually in the form of grant-supported research assistantships, institutional fellowships, teaching assistantships, or advanced opportunity fellowships for minority or disadvantaged students. Students are encouraged to contact individual professors in their areas of interest to determine whether support is available for working in that lab.
**REQUIREMENTS**

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Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

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<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
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<tbody>
<tr>
<td>Face to Face</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend</td>
<td>No</td>
<td>No</td>
<td>No</td>
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**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
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<th>Detail</th>
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<tbody>
<tr>
<td>Minimum Credit</td>
<td>30 credits</td>
</tr>
<tr>
<td>Residence Credit</td>
<td>16 credits</td>
</tr>
<tr>
<td>Graduate Coursework</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
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<td>Other Grade Requirements</td>
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</tr>
</tbody>
</table>

**PRIOR COURSEWORK**

Contact the program for information on any language Requirements requirements.

**REQUIRED COURSES**

Physiology core curriculum includes:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYSIOL 901</td>
<td>Seminar</td>
<td>1</td>
</tr>
<tr>
<td>NTP/NEURODPT 610</td>
<td>Cellular and Molecular Neuroscience</td>
<td>4</td>
</tr>
<tr>
<td>ANAT&amp;PHY 435</td>
<td>Fundamentals of Human Physiology (or equivalent)</td>
<td>5</td>
</tr>
<tr>
<td>STAT/B M I 541</td>
<td>Introduction to Biostatistics</td>
<td>3-4</td>
</tr>
<tr>
<td>or STAT/ F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td></td>
</tr>
<tr>
<td>OBS&amp;GYN 955</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students</td>
<td>2</td>
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</tbody>
</table>

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Courses taken that fulfill the equivalent requirements may be considered to exempt a class: If demonstrated didactic knowledge of physiology, then ANAT&PHY 435 Fundamentals of Human Physiology may be exempted. If considerable background in neuroscience, then NTP/NEURODPT 610 Cellular and Molecular Neuroscience may be exempted. Statistics courses may be considered by the student’s advisory committee for exemption; however, students are still strongly encouraged to participate. These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 30 credits for the degree.

**UW–Madison Undergraduate**

Courses taken that fulfill the equivalent requirements may be considered to exempt a class: If demonstrated didactic knowledge of physiology, then ANAT&PHY 435 may be exempted. If considerable background in neuroscience, then NTP/NEURODPT 610 may be exempted. Statistics courses may be considered by the student’s advisory committee for exemption; however, students are still strongly encouraged to participate. These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 30 credits for the degree.

**UW–Madison University Special**

Courses taken that fulfill the equivalent requirements may be considered to exempt a class: If demonstrated didactic knowledge of physiology, then ANAT&PHY 435 may be exempted. If considerable background in neuroscience, then NTP/NEURODPT 610 may be exempted. Statistics courses may be considered by the student’s advisory committee for exemption; however, students are still strongly encouraged to participate. These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 30 credits for the degree.
courses may not count toward Graduate School credit requirements. These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 30 credits for the degree.

**PROBATION**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**
Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**
15 credits

**TIME CONSTRAINTS**
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Grievance Policy for Graduate Programs in the School of Medicine and Public Health**
Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program's grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).

**Exclusions**
This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

**Requirements for Programs**
The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor's name on the program's Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

**Procedures**
1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program's grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student's satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student's graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student's initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee's recommendation.
   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.
7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits
Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER
Students are funded by program dollars to do rotations during their first semester. After having settled on a lab, their research mentor will fund the student, either through his/her research grants, program-available TA-ships, or other fellowships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Teach physiology, engaging audiences and helping them to learn.
2. Demonstrate a didactic knowledge of physiology.
3. Describe past science, propose future experiments, and defend their ideas to peers in a proposal format.
4. Understand that science and research is based on trust—trust between scientists and colleagues, trust between scientists and policy makers, trust between scientists and advisory boards, and trust between scientists and society.
5. Communicate their science verbally and do so in a clear manner for a variety of audiences.

**PEOPLE**

**Faculty:** See faculty list ([http://pgtp.wisc.edu/faculty/](http://pgtp.wisc.edu/faculty/)) on the program website.

**PHYSIOLOGY, PH.D.**

Admissions to the Physiology Ph.D. have been suspended as of fall 2018 and will be discontinued as of fall 2024. If you have any questions, please contact the department ([https://pgtp.wisc.edu/](https://pgtp.wisc.edu/)).

The physiology graduate training program is interdisciplinary in its approach to scientific research, reflecting the breadth of the discipline of physiology. Powerful new tools in modern biology make it possible to link the cellular and molecular with integrative levels in physiological systems, the cardiovascular, respiratory, renal, endocrine, neurophysiological, gastrointestinal, musculoskeletal, and metabolic systems. The program provides doctoral training in mechanistic studies that use these new tools to study the functions of molecules, cells, tissues, and organ systems in preparation for careers in biomedical research, biotechnology, and academic teaching. Students learn through lecture courses, seminar courses, seminars by speakers from campus and from other institutions, journal clubs and, most important, from their research mentors. Students are encouraged to interact with other training programs and research centers to broaden their knowledge and experience. Gaining expertise in public speaking is an important component of the program.

**ADMISSIONS**

Admissions to the Physiology Ph.D. have been suspended as of fall 2018 and will be discontinued as of fall 2024. If you have any questions, please contact the department ([https://pgtp.wisc.edu/](https://pgtp.wisc.edu/)).

Given the interdisciplinary nature of physiology, students from a variety of undergraduate backgrounds qualify for admission to the program. Entering students generally have degrees in biology, chemistry, physics or engineering, and have usually taken courses in biology, biochemistry, chemistry, mathematics, and physics. Students may be admitted to the program without having completed one or more of these courses but will be required to take them in their first year of graduate school. In addition to the online application, applicants for admission should submit official transcripts from each previous undergraduate and postgraduate institution; three letters of recommendation; a one-page personal statement describing research experience and personal goals, and indicating faculty with research activities of interest to the student. Graduate Record Exam (GRE) scores are requested from all students. International students should also send scores of the Test of English as a Foreign Language (TOEFL), or International English Language Testing System (IELTS). Application deadline is December 1—we do not offer spring or summer admission.

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Financial aid is provided to all students, usually in the form of grant-supported research assistantships, institutional fellowships, teaching assistantships, or advanced opportunity fellowships for minority or disadvantaged students. Students are encouraged to contact individual professors in their areas of interest to determine whether support is available for working in that lab.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

*Accelerated:* Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

*Evening/Weekend:* Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

*Face-to-Face:* Courses typically meet during weekdays on the UW-Madison Campus.

*Hybrid:* These programs combine face-to-face and online learning formats. Contact the program for more specific information.
Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
<th>51 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
<td></td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>).</td>
<td></td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
<td></td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.</td>
<td></td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Contact the program for information on any language requirements.</td>
<td></td>
</tr>
<tr>
<td>All doctoral students are required to complete a minor. Minor/Breadth Requirements</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

Physiology core curriculum includes:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYSIOL 901</td>
<td>Seminar</td>
<td>1</td>
</tr>
<tr>
<td>NTP/NEURODPT 610</td>
<td>Cellular and Molecular Neuroscience</td>
<td>4</td>
</tr>
<tr>
<td>ANAT&amp;PHY 435</td>
<td>Fundamentals of Human Physiology (or equivalent)</td>
<td>5</td>
</tr>
<tr>
<td>STAT/B M1 541 or STAT/F&amp;W ECOL/HORT 571</td>
<td>Introduction to Biostatistics Statistical Methods for Bioscience I</td>
<td>3-4</td>
</tr>
<tr>
<td>OBS&amp;GYN 955</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students</td>
<td>2</td>
</tr>
</tbody>
</table>

Electives may be determined according to student interest and program director approval.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Courses taken that fulfill the equivalent requirements may be considered to exempt a class: If demonstrated didactic knowledge of physiology, then ANAT&PHY 435 may be exempted. If considerable background in neuroscience, then NTP/NEURODPT 610 Cellular and Molecular Neuroscience may be exempted. Statistics courses may be considered by the student’s advisory committee for exemption; however, students are still strongly encouraged to participate. These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 51 credits for the degree.

**UW–Madison Undergraduate**

Courses taken that fulfill the equivalent requirements may be considered to exempt a class: If demonstrated didactic knowledge of physiology, then ANAT&PHY 435 may be exempted. If considerable background in neuroscience, then NTP/NEURODPT 610 may be exempted. Statistics courses may be considered by the student’s advisory committee for exemption; however, students are still strongly encouraged to participate. These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 51 credits for the degree.

**UW–Madison University Special**

Courses taken that fulfill the equivalent requirements may be considered to exempt a class: If demonstrated didactic knowledge of physiology, then ANAT&PHY 435 may be exempted. If considerable background in neuroscience, then NTP/NEURODPT 610 may be exempted. Statistics courses may be considered by the student’s advisory committee for exemption; however, students are still strongly encouraged to participate. These exemptions do not waive a student from any credits, merely from taking the courses. The student will still need to accumulate 51 credits for the degree.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is
assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

**Credits Per Term Allowed**
15 credits

**Time Constraints**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**Grievances and Appeals**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
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**Exclusions**

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Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
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   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

7. If the issue is unresolved, the senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.

The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

Time Limits
Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER
Students are funded by program dollars to do rotations during their first semester. After having settled on a lab, their research mentor will fund the student, either through his/her research grants, program-available TA-ships, or other fellowships.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
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LEARNING OUTCOMES
1. Teach physiology, engaging audiences and helping them to learn.
2. Demonstrate a didactic knowledge of physiology.
3. Describe past science, propose future experiments, and defend their ideas to peers in a proposal format.
4. Understand that science and research is based on trust—trust between scientists and colleagues, trust between scientists and policy makers, trust between scientists and advisory boards, and trust between scientists and society.
5. Write for a proper audience, revising and responding to reviewers as appropriate.
6. Communicate their science verbally and do so in a clear manner for a variety of audiences.
PEOPLE

Faculty: See faculty list (http://pgtp.wisc.edu/faculty/) on the program website.

NURSING - SCHOOL-WIDE

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Nurse Educator, Graduate/Professional Certificate (p. 1381)
- Nursing Practice, DNP (p. 1382)
- Nursing, Doctoral Minor (p. 1431)
- Nursing, M.S. (p. 1431)
- Nursing, Ph.D. (p. 1436)

NURSE EDUCATOR, GRADUATE/PROFESSIONAL CERTIFICATE

Those who complete the certificate are recognized for their specialized skills, knowledge, and abilities in the nurse educator role. The certification of nurse educators provides a means for faculty members to demonstrate their expertise in the science of nursing education. Obtaining the certificate signifies a commitment to professional development and to continuously improve the methods of teaching needed in the field of nursing.

Student who complete the certificate are eligible to sit for the National League for Nursing (NLN) Certified Nurse Educator Examination. NLN recognizes the nurse educator role as a specialty area of practice.

This program offers two pathways:

1. Nurse Educator Certificate Program for students currently enrolled in a nursing doctoral program (DNP (p. 1382) or Ph.D. (p. 1436))
   Program for master’s- or doctoral-prepared nurses who are not currently enrolled in a nursing doctoral program

ADMISSIONS

ADMISSION TIMELINE

Students are admitted to the certificate to begin in the spring session only. The important dates are:

- Application Opens: Early September
- Application Deadline: November 1. All materials (including transcripts) must be received by the deadline.
- Review of Applications: November
- Notification of Decision: Early December

APPLICATION PROCESS

If you are in a doctoral program at the University of Wisconsin-Madison, communicate your interest in the certificate to your program director or graduate academic services coordinator and use the online declaration form (https://uwmadison.co1.qualtrics.com/jfe/form/SV_8Cf256ta2KosZ5H/). If you are not currently enrolled in a doctoral program at the University of Wisconsin-Madison, the same curricula is also offered as a capstone certificate for special students. More information can be found here (http://guide.wisc.edu/nondegree/capstone/nurse-educator-capstone-certificate/).

Submit All Materials To:
NECP Coordinator/Graduate Admissions
UW–Madison School of Nursing
Suite 1100 Cooper Hall
701 Highland Avenue
Madison WI 53705

APPLICATION PROCESS

To be eligible to complete the Nurse Educator Certificate, students must have:

1. A master’s degree from an accredited nursing program or be currently enrolled in a DNP or Ph.D. in nursing program,
2. An RN license,
3. An M.S. GPA of at least 3.0

The certificate is a 9-credit program of study that includes graduate-level foundational and practicum work. The three required courses cover the foundation of teaching/learning and curriculum in nursing education, with an emphasis on evidence-based teaching. Courses are delivered in a blended learning format—coursework is completed primarily online, with regularly scheduled class sessions on campus.

The program can be completed in one year, January–December, during a spring, summer and fall terms.

The curriculum and requirements for the Nurse Educator Certificate Program are prescribed; few exceptions or course substitutions permitted. Exceptions must be approved by the certificate program director.

The three courses are:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 785</td>
<td>Foundations of Curriculum Development and Evaluation in Nursing Education</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 786</td>
<td>Foundations of Teaching and Learning in Nursing</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 787</td>
<td>Nursing Education Practicum</td>
<td>3</td>
</tr>
</tbody>
</table>

LEARNING OUTCOMES

1. Implement and modify a variety of teaching strategies based on educational theory and student needs. Use informational technologies to support the teaching process.
2. Practice effective communications skills, reflective thinking, create opportunities for learners within the learning environment.
3. Model enthusiasm, personal attributes that facilitate learning, respond to unexpected events, develop collegial working relationships within clinical agencies, use knowledge of evidence based practice and evidence based teaching, and foster a safe learning environment.

4. Identify individual learning needs, provide resources, advise learners, create learning environments, and foster the development of learners in the cognitive, psychomotor, and affective domains.

5. Provide input to the development and enforcement of nursing program standards. Incorporate current research in assessment and evaluation strategies, analyze available resources, create and use assessment instruments to evaluate outcomes.

6. Implement evaluation strategies that are appropriate to the learner and learning outcome, analyze data, and use date to enhance the teaching/learning process.

7. Advise learners regarding assessment and evaluation criteria and provide timely, constructive and thoughtful feedback to learners.

8. Demonstrate knowledge of curriculum development, actively participate and lead curriculum and course design.


10. Promote one’s socialization to the educator role; maintain professional memberships and activity in professional organizations.

11. Demonstrate lifelong learning, participate in professional development, manage the teaching, scholarship and service demands. Use feedback from self, peers, learner and administration.

12. Practice according to legal and ethical standards, mentor and support faculty colleagues, and engage in self-reflection to improve teaching practices.

### NURSING PRACTICE, DNP

The School of Nursing Doctor of Nursing Practice (DNP) program prepares nurses for leadership roles as advanced practice nurses (clinical nurse specialists or nurse practitioners) who provide direct care and lead practice development and evaluation. Students in the DNP program choose from three population foci: adult/gerontology (acute care or primary care), pediatrics, or psychiatric mental health. Those interested in dual preparation as an advanced practice nurse and nurse educator may add a nursing education focus.

The program is available for nurses with a baccalaureate degree in nursing (post-B.S. option) and nurses with a master’s degree in nursing practice (post-M.S. option). Students admitted to either option follow the course sequence designated in the program plan and progress as a group.

The program of study features a combination of formal course work, clinical practice, and scholarly inquiry. Most coursework is delivered in a hybrid format, utilizing both required in-person class sessions and distance learning technologies.

### ADMISSIONS

Students apply to the Doctor of Nursing Practice through one of the named options:

- Adult/Gerontology Acute Care Nurse Practitioner (p. 1384)
- Population Health Nursing (p. 1413)
- Adult/Gerontology Clinical Nurse Specialist (p. 1392)
- Adult/Gerontology Primary Care Nurse Practitioner (p. 1399)
- Pediatric Primary Care Nurse Practitioner (p. 1406)
- Psychiatric Mental Health Nurse Practitioner (p. 1418)
- Systems Leadership and Innovation (p. 1425)

### FUNDING

#### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

#### PROGRAM RESOURCES

Select a named option page for specific information about funding:

- Adult/Gerontology Acute Care Nurse Practitioner (p. 1384)
- Population Health Nursing (p. 1413)
- Adult/Gerontology Clinical Nurse Specialist (p. 1392)
- Adult/Gerontology Primary Care Nurse Practitioner (p. 1399)
- Pediatric Primary Care Nurse Practitioner (p. 1406)
- Psychiatric Mental Health Nurse Practitioner (p. 1418)
- Systems Leadership and Innovation (p. 1425)

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### MAJOR REQUIREMENTS

##### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>)</td>
<td></td>
</tr>
</tbody>
</table>
Overall Graduate GPA Requirement
3.00 GPA required.

Other Grade Requirements
A student may not receive more than one grade below a B (or a U grade) in any 12 month period.

Assessments and Examinations
No examinations are required.

Language Requirements
No language requirements.

Doctoral Minor/Breadth Requirements
DNP students are not required to complete a doctoral minor.

REQUIRED COURSES
Select a Named Option (p. 1383) for required courses.

NAMED OPTIONS
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Doctor of Nursing Practice must select one of the named options:

- **NURSING PRACTICE: ADULT/GERONTOLOGY ACUTE CARE NURSE PRACTITIONER, DNP** (P. 1384)
- **NURSING PRACTICE: ADULT/GERONTOLOGY CLINICAL NURSE SPECIALIST, DNP** (P. 1392)
- **NURSING PRACTICE: ADULT/GERONTOLOGY PRIMARY CARE NURSE PRACTITIONER, DNP** (P. 1399)
- **NURSING PRACTICE: PEDIATRIC PRIMARY CARE NURSE PRACTITIONER** (P. 1406)
- **NURSING PRACTICE: POPULATION HEALTH NURSING, DNP** (P. 1413)
- **NURSING PRACTICE: PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER, DNP** (P. 1418)
- **NURSING PRACTICE: SYSTEMS LEADERSHIP AND INNOVATION, DNP** (P. 1425)

POLICIES
Students should refer to one of the named options for policy information:

- Adult/Gerontology Acute Care Nurse Practitioner (p. 1384)
- Population Health Nursing (p. 1413)
- Adult/Gerontology Clinical Nurse Specialist (p. 1392)
- Adult/Gerontology Primary Care Nurse Practitioner (p. 1399)
- Pediatric Primary Care Nurse Practitioner (p. 1406)
- Psychiatric Mental Health Nurse Practitioner (p. 1418)
- Systems Leadership and Innovation (p. 1425)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Career advising, funding, and professional development opportunities are shared with all students by a member of the School of Nursing Academic Affairs staff. Information on these support services can be found on the Student Site (https://students.nursing.wisc.edu/career-advising/career/).

LEARNING OUTCOMES
1. Integrate nursing science and theory with evidence, ethics, professional obligations, and knowledge from other disciplines as the basis for specialty-focused advanced nursing practice. (Essential 1)
2. Demonstrate advanced levels of clinical judgment, systems thinking, leadership, and accountability in designing, delivering, and evaluating evidence-based care to improve individual and population health outcomes (Essentials 2 and 8)
3. Evaluate evidence to determine & implement best practice (Essential 3)
4. Develop, implement, and evaluate new practice approaches based on nursing science and theory, as well as knowledge from other disciplines. (Essential 4)
5. Function as a practice specialist in clinical scholarship, quality improvement, and collaborative knowledge-generating research. (Essential 3)
6. Use information systems technology to monitor health, identify needs, and evaluate outcomes of care and system improvements. (Essential 5)
7. Translate knowledge into practice and policy to protect and improve health and health systems. (Essential 5)
8. Partner with intraprofessional and interprofessional teams to contribute nursing perspective and lead change in health outcomes and complex systems of care. (Essential 6)
9. Critically evaluate how social determinants of health, cultural background and environment impact health outcomes. (Essential 7)
10. Develop, implement, and evaluate programs and advanced practice interventions to improve health, access patterns, and gaps in care of individuals, aggregates, or populations. (Essential 8)

PEOPLE

FACULTY
School of Nursing Faculty Directory (https://nursing.wisc.edu/directory/faculty/)

ADMINISTRATION
Linda D. Scott, PhD, RN, NEA-BC, FAAN
Dean and Professor
ldscott@wisc.edu
Nursing Practice: Adult/Gerontology Acute Care Nurse Practitioner, DNP

Barbara Pinkenstein, DNP, RN-BC, FAAN
Interim Associate Dean for Academic Affairs, Professor
pinkerstein@wisc.edu

Katie Bleier
Assistant Dean for Academic Affairs (Academic Dean)
katie.bleier@wisc.edu
608-263-5172

Pamela McGranahan, DNP, PHNA-BC, PMHNP-BC
DNP Program Director, Clinical Associate Professor
pmcgranahan@wisc.edu (http://guide.wisc.eduMailto:pmcgranahan@wisc.edu)
608-263-5337

Kristine Kwekkeboom, PhD, RN, FAAN
PhD Program Director, Professor
kwekkeboom@wisc.edu
608-263-5168

ADVISING AND STUDENT SERVICES
Darby Sugar
Director of Advising & Student Services
darby.sugar@wisc.edu
608-263-5172

Mariah Allen
Graduate Academic Services Coordinator
mariah.allen@wisc.edu
608-263-5258

ADMISSIONS AND RECRUITMENT
Mandi Moy
Director of Admissions & Recruitment
mandi.moy@wisc.edu (http://guide.wisc.eduMailto:mandi.moy@wisc.edu)
608-263-5261

Kate Beggs
Graduate Admissions & Recruitment Coordinator
katherine.beggs@wisc.edu
608-263-5183

ACCREDITATION
Commission on Collegiate Nursing Education (http://www.aacnnursing.org/CCNE/)

CERTIFICATION/LICENSURE
In addition to earning a doctoral degree, post-BS graduates of the nurse practitioner and clinical nurse specialist options are prepared to sit for the following professional nursing certification examinations upon successful completion of the program.

Adult/Gerontology Acute Care, Nurse Practitioner: ANCC Adult-Gerontology Acute Care NP (https://www.nursingworld.org/our-certifications/adult-gerontology-acute-care-nurse-practitioner/)

Adult/Gerontology Primary Care, Nurse Practitioner: ANCC Adult-Gerontology Primary Care NP (https://www.nursingworld.org/our-certifications/adult-gerontology-primary-care-nurse-practitioner/)

Pediatric Primary Care, Nurse Practitioner: PNCB Primary Care Pediatric NP (http://www.pncb.org/ptistore/control/index/)


PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)
The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:

The requirements of this program do not meet Certification/Licensure in the following states:
Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:
New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Oklahoma, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, West Virginia, Wyoming, American Samoa, Puerto Rico

NURSING PRACTICE: ADULT/GERONTOLOGY ACUTE CARE NURSE PRACTITIONER, DNP

This is a named option with the Nursing Practice, DNP (p. 1382).

• Hybrid course delivery
• APRN
• Nurse Practitioner
• ANCC Adult-Gerontology Acute Care NP (https://www.nursingworld.org/our-certifications/adult-gerontology-acute-care-nurse-practitioner/)
Admission requirements for the DNP program (post-master’s) are:

- Graduation from an accredited baccalaureate program in nursing
- Master’s degree in a specialty track from an accredited nursing program
- GPA of 3.5 for the master’s degree
- RN license
- Certification as an advanced practice nurse
- One year of professional nursing experience
- Grade of B or better in a graduate level statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (http://www.son.wisc.edu/) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School’s Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

Additional admission requirements for international applicants are:

- CGFNS Certification
- Minimum English proficiency scores in one of the following:
  - TOEFL (600 PBT, 100 iBT)
  - IELTS (8)
  - MELAB (85)

All application materials must be received by December 1 for admission in the fall semester.

**FUNDING**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Several forms of financial aid are available for graduate students in the School of Nursing. These include fellowships, scholarships, project and teaching assistantships, and loans. Most graduate assistantships cover the cost of tuition and provide a monthly stipend. Awards are made in the spring for the following academic year.

Graduate Research Scholars (GRS) fellowships are designed to support highly qualified underrepresented students in the doctoral programs. Doctoral students who are preparing to be full-time faculty in nursing programs are also eligible for the Nurse Faculty Loan Program (NFLP). These loans, supported by the federal government, are available to cover tuition and other educational expenses. When graduates become full-
time faculty members, up to 85 percent of the NFLP loan will be canceled over a four-year period.

Additional information on financial aid including application procedures is available in the School of Nursing Academic Affairs Office.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

| Mode of Instruction Definitions |  |
|---------------------------------|  |
| **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments. |  |
| **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/ or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments. |  |
| **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus. |  |
| **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information. |  |
| **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format. |  |

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>Post–B.S.: 68 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>Post–M.S.: 51 credits (32 credits in the program plan plus 19 credits from Master's degree)</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Post–B.S.: 32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Post–M.S.: 32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>).</td>
</tr>
<tr>
<td>Overall GPA</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Graduate GPA Requirement</td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>A student may not receive more than one grade below a B (or a U grade) in any 12 month period.</td>
</tr>
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</table>

**REQUIRED COURSES**

**POST-BACCALAUREATE OPTION**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 706</td>
<td>Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 761</td>
<td>Health Program Planning, Evaluation, and Quality Improvement</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 764</td>
<td>Nursing and Health Informatics</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 806</td>
<td>Evaluation and Application of Evidence-Based Practice</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 906</td>
<td>Scholarly Project</td>
<td>6</td>
</tr>
<tr>
<td>NURSING 703</td>
<td>Health Care and Public Policy</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 704</td>
<td>Leadership in Advanced Practice Nursing I</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 708</td>
<td>Ethics for Advanced Practice in Health Care</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 772</td>
<td>Leadership and Organizational Decision-Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>Leadership/Policy Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

**Practice Component**

**Advanced Practice Course Core**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 702</td>
<td>Health Promotion and Disease Prevention in Diverse Communities</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 601</td>
<td>Advanced Health Assessment</td>
<td>3</td>
</tr>
<tr>
<td>NURSING/PHM PRAC 605</td>
<td>Pharmacotherapeutics for Advanced Practice Nurses</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 811</td>
<td>Advanced Pathophysiology</td>
<td>3</td>
</tr>
<tr>
<td>Population Theory Course</td>
<td>3</td>
<td></td>
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</table>

Choose only one population:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 722</td>
<td>Advanced Practice Nursing Theory: Adults and Older Adults</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 741</td>
<td>Advanced Practice Nursing Theory: Family Process &amp; Child Development</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 751</td>
<td>Advanced Practice Nursing Theory: Psychiatric Mental Health</td>
<td>3</td>
</tr>
</tbody>
</table>

**APN Clinical/Leadership Practicum & Role Core**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 726</td>
<td>Foundations for APN Clinical Practice I</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 727</td>
<td>Foundations for APN Clinical Practice II</td>
<td>3</td>
</tr>
</tbody>
</table>
NURSING 826  Foundations for APN Clinical Practice III  3
NURSING 728  Advanced Practice Clinical Application and Role Development I  3
NURSING 729  Advanced Practice Clinical Application and Role Development II  3
NURSING 828  Clinical Leadership III  3
NURSING 829  Clinical Leadership IV  3

1 6 total credits required; 10 credit maximum. Taken for 2 credits per term (other credit amounts allowed only via faculty approval).
2 Students in the Adult/Gerontology Acute Care Nurse Practitioner named option must take these courses with a section number of 010.

Post-Baccalaureate Three-Year Program Plan
First Year

<table>
<thead>
<tr>
<th></th>
<th>Fall Credits</th>
<th>Spring Credits</th>
<th>Summer Credits</th>
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<tbody>
<tr>
<td>NURSING 706</td>
<td>3 NURSING 601</td>
<td>3 NURSING 764</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>NURSING 704</td>
<td>3 NURSING/PHM PRAC 605</td>
<td>3 NURSING 708</td>
<td>2</td>
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<tr>
<td>NURSING 811</td>
<td>3 NURSING 806</td>
<td>3</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>NURSING 722, 741, or 751</td>
<td>3 NURSING 703</td>
<td>3</td>
<td></td>
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Second Year

<table>
<thead>
<tr>
<th></th>
<th>Fall Credits</th>
<th>Spring Credits</th>
<th>Summer Credits</th>
<th>Total Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 726</td>
<td>3 NURSING 727</td>
<td>3 NURSING 772</td>
<td>3</td>
<td>9</td>
</tr>
<tr>
<td>NURSING 728</td>
<td>3 NURSING 729</td>
<td>3 NURSING 906</td>
<td>2</td>
<td>8</td>
</tr>
<tr>
<td>NURSING 702</td>
<td>3 NURSING 761</td>
<td>3</td>
<td></td>
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</table>

Third Year

<table>
<thead>
<tr>
<th></th>
<th>Fall Credits</th>
<th>Spring Credits</th>
<th>Summer Credits</th>
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<tbody>
<tr>
<td>NURSING 826</td>
<td>3 NURSING 829</td>
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<td></td>
<td>8</td>
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<tr>
<td>NURSING 828</td>
<td>3 NURSING 906</td>
<td>3</td>
<td></td>
<td>8</td>
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<tr>
<td>NURSING 906</td>
<td>2 Elective (can be taken any term) 1</td>
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Fourth Year

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<th>Spring Credits</th>
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<th>Total Credits</th>
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<tbody>
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<td>NURSING 826</td>
<td>3 NURSING 829</td>
<td>3</td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>NURSING 828</td>
<td>3 NURSING 906</td>
<td>2</td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>NURSING 906</td>
<td>2 Elective (can be taken any term) 1</td>
<td>3</td>
<td></td>
<td>5</td>
</tr>
</tbody>
</table>

Total Credits 68

1  See Pre-approved elective options. Additional options may be approved by program director.
2 Psych/Mental Health NP students must take NURSING 590 Contemporary Practices in Nursing (1cr) the summer prior to NURSING 726 Foundations for APN Clinical Practice I/NURSING 728 Advanced Practice Clinical Application and Role Development I.

POST-MASTER'S OPTION

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>NURSING 708</td>
<td>Ethics for Advanced Practice in Health Care</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 772</td>
<td>Leadership and Organizational Decision-Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 722</td>
<td>Advanced Practice Nursing Theory: Adults and Older Adults</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 741</td>
<td>Advanced Practice Nursing Theory: Family Process &amp; Child Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Systematic Evaluation of Practice
Approved Statistics Course (prerequisite) 0
NURSING 761 Health Program Planning, Evaluation, and Quality Improvement 3
NURSING 764 Nursing and Health Informatics 3
NURSING 806 Evaluation and Application of Evidence-Based Practice 3
NURSING 906 Scholarly Project 1 6

Leadership/Policy Component
NURSING 708 Ethics for Advanced Practice in Health Care 2
NURSING 772 Leadership and Organizational Decision-Making in Health Care 3
**Post-Master's Program Plan**

**First Year**

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
<th>Summer</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 722, 741, or 751</td>
<td>3</td>
<td>NURSING 806</td>
<td>3</td>
<td>NURSING 764</td>
<td>3</td>
</tr>
<tr>
<td>Elective (can be taken any term)</td>
<td>3</td>
<td>NURSING 761</td>
<td>3</td>
<td>NURSING 772</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits 32

1. See Pre-approved elective options. Additional options may be approved by program director.

**Second Year**

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
<th>Summer</th>
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<tr>
<td>NURSING 828</td>
<td>3</td>
<td>NURSING 829</td>
<td>3</td>
<td>NURSING 708</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 906</td>
<td>2</td>
<td>NURSING 906</td>
<td>2</td>
<td>NURSING 906</td>
<td>2</td>
</tr>
</tbody>
</table>

5 5 4

**Pre-approved elective options**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING/PHM PRAC/SOC WORK 746</td>
<td>Interdisciplinary Care of Children with Special Health Care Needs</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 657</td>
<td>Clinical Psychopharmacology</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 847</td>
<td>Health Policy Practicum</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 785</td>
<td>Foundations of Curriculum Development and Evaluation in Nursing Education</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 786</td>
<td>Foundations of Teaching and Learning in Nursing</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 787</td>
<td>Nursing Education Practicum</td>
<td>1-3</td>
</tr>
<tr>
<td>NURSING/MEDICINE/POP HLTH 705</td>
<td>Seminar in Interdisciplinary Clinical Research Evidence</td>
<td>2</td>
</tr>
<tr>
<td>CON PSY 650</td>
<td>Theory and Practice in Interviewing</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 875</td>
<td>Health, Aging, and Disability Policy and Services</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>NURSING/PHM PRAC 674</td>
<td>Seminars in Interprofessional Mental Health Care</td>
<td>2</td>
</tr>
<tr>
<td>NURSING/LAW/MED SC-M 768</td>
<td>Consumer Health Advocacy and Patient-Centered Care Clinical</td>
<td>1-7</td>
</tr>
<tr>
<td>POP HLTH 650</td>
<td>Special Topics</td>
<td>1-6</td>
</tr>
</tbody>
</table>

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Post-B.S.: With program approval, students are allowed to count up to 18 credits of graduate coursework from other institutions. Graduate work should be less than five years old to be considered; additional justification and/or documentation are needed for work taken between five and ten years. Work more than ten years old will not be considered.

Post-M.S.: With program approval, students are allowed to count up to 19 credits of graduate coursework from other institutions. Graduate work should be less than five years old to be considered; additional justification and/or documentation are needed for work taken between five and ten years. Work more than ten years old will not be considered unless students are board certified advanced practice nurses (APN) and have continuous practice as an APN.

**UW–Madison Undergraduate**

No undergraduate coursework will be allowed to count toward DNP requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. These credits are considered part of the total allowable credits available for a student to transfer. coursework should be less than five years old to be considered; additional justification and/or documentation is needed for work taken between five and ten years. Work more than ten years old will not be considered.

**PROBATION**

A semester GPA below 3.0 will result in the student being placed on academic probation. If a student has not returned to satisfactory progress by the determined deadline, a decision about whether the student will be permitted to continue will be made by the graduate programs committee (or appropriate subcommittee) with input from the student's advisor.
ADVISOR / COMMITTEE
Progression is reviewed each semester by academic affairs office staff and advisors.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Post–B.S.: Students must complete the requirements within six years of admission. Upon the advisor’s recommendation, the associate dean for academic programs may grant a one-year extension.

Post–M.S.: Students must complete the requirements within four years of admission to the program. Upon the advisor’s recommendation, the associate dean for academic programs may grant a one-year extension.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Student Appeals and Grievance Procedures
Students who feel that they have been treated unfairly have the right to question this treatment and receive prompt hearing of the grievance. Before instituting an appeal or grievance, students should discuss their particular situations with an appropriate staff member, e.g., faculty member, assistant dean, associate dean, or adviser.

Section One: Appeals
Appeals are limited to requests to continue in the curriculum after being dropped from the program for academic reasons.

Procedure
Filing Appeal
Graduate Student: A written appeal must be filed with the Assistant Dean for Academic Affairs within 10 working days of the date of the letter notifying the student of the decision to discontinue the student in the program, or the right to appeal is waived. The appellant (student) must submit to the Assistant Dean the following information:

1. A written statement addressed to the Chairperson of the appropriate appeals committee specifying:
   - Precise grounds on which the appeal is based.
   - Circumstances associated with the need to appeal.
   - Arguments supporting the appeal.
   - Description of proposed remedial actions to be taken to improve the student's academic performance.

2. The appellant may also submit letters of support from persons knowledgeable about the appellant’s current and/or past academic work and/or other matters related to the appellant’s academic performance. Any such letters must be submitted to the Assistant Dean by the same deadline.

Apppeals Committee
Graduate Student: For the purposes of hearing the appeal, the Assistant Dean will arrange an appeals committee that consists of at least three School of Nursing faculty members and that includes at least one member of the Graduate Programs Committee. The Assistant Dean will collect the information relative to the appellant’s academic situation and forward the information to the Appeals Committee.

Apppeals Committee Meeting

- Within 15 working days of the filing of the appeal, the Appeals Committee will schedule a meeting date for the purposes of hearing the appeal.
- Appellant must appear before the Appeals Committee to present the appeal. Appellant may have a support person accompany him or her to the meeting with the Appeals Committee. Appellant must address the Appeals Committee under all circumstances. Appellant’s chosen support person is limited to providing advice and support to appellant. No fewer than three working days prior to the meeting with the Appeals Committee, the appellant shall identify to the Committee the individual's appellant wishes to be present at the meeting for the purpose of providing the Appeals Committee with information about the appeal.

The Appeals Committee is authorized to decide the appeal and is responsible for the following:

1. Reviewing all data presented by the Appellant and others.
2. Discussing the argument presented by Appellant and inviting Appellant to contribute to the discussion.
3. Limiting statements of appellant and other individuals where information being presented is irrelevant, unduly repetitious, or disrespectful.
   - Deciding the appeal and providing a written decision, including the reasons therefore, to the Appellant and the appropriate Assistant Dean within 15 working days of the Appeals Committee meeting. The written decision shall identify and include where appropriate:
Review of Appeals Committee Decision

1. A written request for review of the Appeals Committee Decision by the Dean of the School of Nursing or the Dean's designee must be submitted to the Associate Dean for Academic Affairs within 20 working days of the date of notification of the Committee's initial decision. The request must state the specific grounds for appeal which are limited to:

   • School policies were incorrectly applied;
   • Decision is contrary to state or federal law;
   • Proper appeal procedures were not followed; or
   • Unfounded, arbitrary, or irrelevant assumptions of fact regarding the appellant's performance were made by the Appeals Committee. Appellant must also identify the specific aspects of the Committee decision that he or she believes meet the criteria cited as a basis for appeal.

   The Dean of the Dean's designee may meet with the appellant to discuss the request for review.

   a. Copies of the information submitted to the Appeals Committee and the Appeals Committee decision shall be provided to the Dean or the Dean's designee for review. Only facts and information presented to the Appeals Committee may be introduced to and considered by the Dean or the Dean's designee.

   b. The burden of proof shall be on the student to demonstrate by a preponderance of the evidence that the Appeals Committee's decision was the result of one or more of the above bases for appeal.

   c. The Dean or the Dean's designee shall notify Appellant and the Appeals Committee in writing within 30 working days of receipt of the request for review of the Appeals Committee decision or the appellant's meeting with the Dean's or Dean's designee, whichever is later, stating the action on the appeal and the grounds for the action taken.

   d. The decision by the Dean or the Dean's designee on review is final.

   e. Graduate students may seek Graduate School Procedural Review of the decision by the Dean or the Dean's designee. Please contact The Graduate School Office of Academic Services & Fellowship Administration in 217 Bascom Hall or at 608-262-2433 for information regarding this process.

Note: Deadlines referenced herein may only be altered by mutual agreement of the parties. Any such agreement must be in writing.

Section Two: Grievances
Informal Resolution

Any student in the School of Nursing who believes that he or she has been treated inequitably is encouraged to resolve the matter informally. The student should first talk with the person or group at whom the grievance is directed in an attempt to resolve the issue informally. The student may contact the Associate Dean for Academic Affairs for assistance in resolving the matter informally. The student may also contact the following groups for assistance in reaching an informal resolution and/or information regarding other possible formal procedures to resolve the matter.

1. Contact the UW-Madison Equity and Diversity Resource Center for information and assistance regarding discrimination or disability issues.
2. Contact the Dean of Students for information about resources for addressing student concerns.

School of Nursing Grievance Procedure:

The grievance procedure is available to resolve student concerns regarding inequitable treatment that have not been satisfactorily resolved through the informal resolution process or where the student believes that informal resolution would not be productive. The grievance procedure is described below. Through the grievance process, the student may be accompanied by a support person. The use of this grievance procedure shall not prevent the student from seeking redress through another administrative or legal process.

1. To initiate the formal grievance procedure, the student must submit his or her grievance, in writing, to the Associate Dean for Academic Affairs.
2. The written grievance shall include:
   • a statement that the student wishes a review of the situation by a Grievance Committee;
   • the identification of the person or group at whom the grievance is directed;
   • the specifics of the perceived inequitable treatment;
   • evidence in support of the student's belief that he or she has been treated inequitably; and
   • the outcome or resolution desired by the student.

3. A grievance must be initiated no later than 20 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance. Initiation of the informal procedures described above within the 20-day period will extend the deadline for initiating the grievance to 40 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance.

4. Within 30 calendar days after receiving the grievance, the Associate Dean for Academic Affairs shall arrange for a committee meeting. The Committee may request a written response from the person or group at whom the grievance is directed, may ask for additional information from any or all parties involved, may request that the parties involved
appear before the Committee, and/or may take other steps in attempting to resolve the grievance.

5. Within 60 calendar days after receiving the grievance from the Associate Dean for Academic Affairs, the Committee shall send a written report of the Committee's recommendations to the Associate Dean for Academic Affairs. The student will also receive a copy of the report. The report shall include notice to the student of his or her right to appeal the Committee's recommendation to the Dean of the School of Nursing.

6. A student wishing to appeal the Committee’s recommendation to the Dean of the School of Nursing must submit a written appeal to the Dean within 10 calendar days of the date of the Committee’s report. The request must state the specific bases for appeal and identify the specific aspects of the Committee's recommendation that he or she believes are the subject of the bases for appeal. Where an appeal is filed with the Dean, a copy of the Committee's report shall be provided to the Dean for review. Only facts presented to the Committee may be introduced to and considered by the Dean. The Dean shall notify the appellant and the Committee in writing within 30 calendar days of receiving the written appeal stating the action on the appeal and the grounds for the action taken.

Section Three: Course Grade Appeals Process

If a student believes s/he has been awarded a grade for a course that does not adequately represent her/his performance in the course, they should speak with the course faculty member in an effort to attempt to resolve the issue informally. This must be done within 10 working days of receipt of the grade. During this informal process both student and faculty may consult with the Associate Dean for Academic Affairs to seek resolution of the issue.

If the student remains dissatisfied with the grade, the student has the option to initiate the formal Grievance procedure. To do this, the student must submit the grievance, in writing, to the Associate Dean for Academic Affairs within 10 working days. The Associate Dean will appoint a committee to hear the grievance. The decision of the committee is final. There is no further appeal.

OTHER

Several forms of financial aid are available for graduate students: traineeships, fellowships, scholarships, research and teaching assistantships, and loans.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

Career advising, funding, and professional development opportunities are shared with all students by a member of the School of Nursing Academic Affairs staff. Information on these support services can be found on the Student Site (https://students.nursing.wisc.edu/career-advising/career/).
**NURSING PRACTICE: ADULT/GERONTOLOGY CLINICAL NURSE SPECIALIST, DNP**

This is a named option with the Nursing Practice, DNP (p. 1382).

- Hybrid course delivery
- APRN
- Clinical Nurse Specialist
- ANCC Adult-Gerontology CNS (https://www.nursingworld.org/our-certifications/adult-gerontology-clinical-nurse-specialist/)

## ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet the minimum requirements** (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

**Admission requirements for the DNP program (post-baccalaureate)** are:

- Graduation from an accredited baccalaureate program in nursing
- GPA of 3.0 on the last 60 credits for the baccalaureate degree
- RN license
- One year of professional nursing experience
- Grade of B or better in an approved statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (http://www.son.wisc.edu/) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School’s Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

Post-BS applicants have a bachelor’s degree in nursing. Applicants who have a non-APN master’s degree (i.e., nurse education) are considered post-B.S. applicants and are able to waive up to 18 credits based on previous graduate coursework, pending review of syllabi.

**Admission requirements for the DNP program (post-master’s)** are:

- Graduation from an accredited baccalaureate program in nursing
- Master's degree in a specialty track from an accredited nursing program
- GPA of 3.5 for the master's degree
- RN license
- Certification as an advanced practice nurse
- One year of professional nursing experience
- Grade of B or better in a graduate level statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (http://www.son.wisc.edu/) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School’s Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

**Additional admission requirements for international applicants are:**

- CGFNS Certification
- Minimum English proficiency scores in one of the following:
  - TOEFL (600 PBT, 100 iBT)
  - IELTS (8)
  - MELAB (85)

All application materials must be received by December 1 for admission in the fall semester.

## FUNDING

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
PROGRAM RESOURCES
Several forms of financial aid are available for graduate students in the School of Nursing. These include fellowships, scholarships, project and teaching assistantships, and loans. Most graduate assistantships cover the cost of tuition and provide a monthly stipend. Awards are made in the spring for the following academic year.

Graduate Research Scholars (GRS) fellowships are designed to support highly qualified underrepresented students in the doctoral programs. Doctoral students who are preparing to be full-time faculty in nursing programs are also eligible for the Nurse Faculty Loan Program (NFLP). These loans, supported by the federal government, are available to cover tuition and other educational expenses. When graduates become full-time faculty members, up to 85 percent of the NFLP loan will be canceled over a four-year period.

Additional information on financial aid including application procedures is available in the School of Nursing Academic Affairs Office.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Minimum Graduate Coursework Requirement
Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle).

Overall GPA Requirement
3.00 GPA required.

Other Grade Requirements
A student may not receive more than one grade below a B (or a U grade) in any 12 month period.

Assessments and Examinations
No examinations are required.

Language Requirements
No language requirements.

Doctoral Minor/Breadth Requirements
DNP students are not required to complete a doctoral minor.

REQUIRED COURSES

POST-BACCALAUREATE OPTION

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 706</td>
<td>Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 761</td>
<td>Health Program Planning, Evaluation, and Quality Improvement</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 764</td>
<td>Nursing and Health Informatics</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 806</td>
<td>Evaluation and Application of Evidence-Based Practice</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 906</td>
<td>Scholarly Project 1</td>
<td>6</td>
</tr>
<tr>
<td>NURSING 703</td>
<td>Health Care and Public Policy</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 704</td>
<td>Leadership in Advanced Practice Nursing I</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 708</td>
<td>Ethics for Advanced Practice in Health Care</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 772</td>
<td>Leadership and Organizational Decision-Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>Leadership/Policy Elective</td>
<td></td>
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</tr>
<tr>
<td>Advanced Practice Course Core</td>
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</table>

<table>
<thead>
<tr>
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<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 702</td>
<td>Health Promotion and Disease Prevention in Diverse Communities</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 601</td>
<td>Advanced Health Assessment</td>
<td>3</td>
</tr>
<tr>
<td>NURSING/PHM PRAC 605</td>
<td>Advanced Practice Nurses</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 811</td>
<td>Advanced Pathophysiology</td>
<td>3</td>
</tr>
<tr>
<td>Population Theory Course</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Choose only one population:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 722</td>
<td>Advanced Practice Nursing Theory: Adults and Older Adults</td>
<td></td>
</tr>
</tbody>
</table>
NURSING 741 Advanced Practice Nursing Theory: Family Process & Child Development

NURSING 751 Advanced Practice Nursing Theory: Psychiatric Mental Health

APN Clinical/Leadership Practicum & Role Core

NURSING 726 Foundations for APN Clinical Practice I

NURSING 727 Foundations for APN Clinical Practice II

NURSING 826 Foundations for APN Clinical Practice III

NURSING 728 Advanced Practice Clinical Application and Role Development I

NURSING 729 Advanced Practice Clinical Application and Role Development II

NURSING 828 Clinical Leadership III

NURSING 829 Clinical Leadership IV

1 6 total credits required; 10 credit maximum. Taken for 2 credits per term (other credit amounts allowed only via faculty approval).

2 Students in the Adult/Gerontology Clinical Nurse Specialist named option must take these courses with a section number of 070.

Post-Baccalaureate Three-Year Program Plan

<table>
<thead>
<tr>
<th>First Year</th>
<th>Fall Credits</th>
<th>Spring Credits</th>
<th>Summer Credits</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 706</td>
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<td>NURSING 704</td>
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<td>3 NURSING 708</td>
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<td>3 NURSING 729</td>
<td>3 NURSING 906</td>
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Total Credits 68

1 See Pre-approved elective options. Additional options may be approved by program director.

2 Psych/Mental Health NP students must take NURSING 590 Contemporary Practices in Nursing Pediatric Assessment for Mental Health APNs (1cr) the summer prior to NURSING 726 Foundations for APN Clinical Practice I/NURSING 728 Advanced Practice Clinical Application and Role Development I.

Post-Baccalaureate Four-Year Program Plan

<table>
<thead>
<tr>
<th>First Year</th>
<th>Fall Credits</th>
<th>Spring Credits</th>
<th>Summer Credits</th>
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<th>Fall Credits</th>
<th>Spring Credits</th>
<th>Summer Credits</th>
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<tbody>
<tr>
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<td>3 NURSING 764</td>
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<th>Summer Credits</th>
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<td><strong>Total Credits 8</strong></td>
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2 Psych/Mental Health NP students must take NURSING 590 Contemporary Practices in Nursing Pediatric Assessment for Mental Health APNs (1cr) the summer prior to NURSING 726 Foundations for APN Clinical Practice I/NURSING 728 Advanced Practice Clinical Application and Role Development I.

POST-MASTER'S OPTION

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tr>
<td>NURSING 761</td>
<td>Health Program Planning, Evaluation, and Quality Improvement</td>
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<td>NURSING 764</td>
<td>Nursing and Health Informatics</td>
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<td>NURSING 806</td>
<td>Evaluation and Application of Evidence-Based Practice</td>
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<td>NURSING 906</td>
<td>Scholarly Project</td>
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Leadership/Policy Component

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<tr>
<td>NURSING 708</td>
<td>Ethics for Advanced Practice in Health Care</td>
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2 Psych/Mental Health NP students must take NURSING 590 Contemporary Practices in Nursing Pediatric Assessment for Mental Health APNs (1cr) the summer prior to NURSING 726 Foundations for APN Clinical Practice I/NURSING 728 Advanced Practice Clinical Application and Role Development I.
Post-Master's Program Plan

First Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
<th>Summer</th>
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Second Year

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<th>Summer</th>
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<td>NURSING 828</td>
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Total Credits 32

1. 6 total credits required; 10 credit maximum. Taken for 2 credits per term (other credit amounts allowed only via faculty approval).
2. Students in the Adult/Gerontology Clinical Nurse Specialist named option must take these courses with a section number of 070.

Pre-approved elective options

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NURSING/PHM PRAC/SOC WORK 746</td>
<td>Interdisciplinary Care of Children with Special Health Care Needs</td>
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<tr>
<td>NURSING 657</td>
<td>Clinical Psychopharmacology</td>
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<tr>
<td>NURSING 847</td>
<td>Health Policy Practice</td>
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<tr>
<td>NURSING 785</td>
<td>Foundations of Curriculum Development and Evaluation in Nursing Education</td>
<td>3</td>
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<tr>
<td>NURSING 786</td>
<td>Foundations of Teaching and Learning in Nursing</td>
<td>3</td>
</tr>
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<td>NURSING 787</td>
<td>Nursing Education Practice</td>
<td>1-3</td>
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<td>NURSING/PHARMACY/PHYS ASST/PHY THER 758</td>
<td>Evidence-Based Decision-Making</td>
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<td>NURSING/LAW/MED SC-M 768</td>
<td>Consumer Health Advocacy and Leadership</td>
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<tr>
<td>OTM 753</td>
<td>Healthcare Operations Management</td>
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GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Post–B.S.: With program approval, students are allowed to count up to 18 credits of graduate coursework from other institutions. Graduate work should be less than five years old to be considered; additional justification and/or documentation are needed for work taken between five and ten years. Work more than ten years old will not be considered.

Post–M.S.: With program approval, students are allowed to count up to 19 credits of graduate coursework from other institutions. Graduate work should be less than five years old to be considered; additional justification and/or documentation are needed for work taken between five and ten years. Work more than ten years old will not be considered unless students are board certified advanced practice nurses (APN) and have continuous practice as an APN.

UW–Madison Undergraduate

No undergraduate coursework will be allowed to count toward DNP requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. These credits are considered part of the total allowable credits available for a student to transfer. coursework should be less than five years old to be considered; additional justification and/or documentation is needed for work taken between five and ten years. Work more than ten years old will not be considered.
PROBATION
A semester GPA below 3.0 will result in the student being placed on academic probation. If a student has not returned to satisfactory progress by the determined deadline, a decision about whether the student will be permitted to continue will be made by the graduate programs committee (or appropriate subcommittee) with input from the student’s advisor.

ADVISOR / COMMITTEE
Progression is reviewed each semester by academic affairs office staff and advisors.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Post–B.S.: Students must complete the requirements within six years of admission. Upon the advisor’s recommendation, the associate dean for academic programs may grant a one-year extension.

Post–M.S.: Students must complete the requirements within four years of admission. Upon the advisor’s recommendation, the associate dean for academic programs may grant a one-year extension.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  • Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  • Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  • Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  • Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  • Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  • Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  • Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  • Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Student Appeals and Grievance Procedures
Students who feel that they have been treated unfairly have the right to question this treatment and receive prompt hearing of the grievance. Before instituting an appeal or grievance, students should discuss their particular situations with an appropriate staff member, e.g., faculty member, assistant dean, associate dean, or adviser.

Section One: Appeals
Appeals are limited to requests to continue in the curriculum after being dropped from the program for academic reasons.

Procedure
Filing Appeal
Graduate Student: A written appeal must be filed with the Assistant Dean for Academic Affairs within 10 working days of the date of the letter notifying the student of the decision to discontinue the student in the program, or the right to appeal is waived. The appellant (student) must submit to the Assistant Dean the following information:

1. A written statement addressed to the Chairperson of the appropriate appeals committee specifying:
   • Precise grounds on which the appeal is based.
   • Circumstances associated with the need to appeal.
   • Arguments supporting the appeal.
   • Description of proposed remedial actions to be taken to improve the student’s academic performance.

2. The appellant may also submit letters of support from persons knowledgeable about the appellant’s current and/or past academic work and/or other matters related to the appellant’s academic performance. Any such letters must be submitted to the Assistant Dean by the same deadline.

Appeals Committee
Graduate Student: For the purposes of hearing the appeal, the Assistant Dean will arrange an appeals committee that consists of at least three School of Nursing faculty members and that includes at least one member of the Graduate Programs Committee. The Assistant Dean will collect the information relative to the appellant’s academic situation and forward the information to the Appeals Committee.

Appeals Committee Meeting

• Within 15 working days of the filing of the appeal, the Appeals Committee will schedule a meeting date for the purposes of hearing the appeal.
• Appellant must appear before the Appeals Committee to present the appeal. Appellant may have a support person accompany him or her to the meeting with the Appeals Committee. Appellant must address the Appeals Committee under all circumstances. Appellant’s chosen support person is limited to providing advice and support to appellant. No fewer than three working days prior to the meeting with the Appeals Committee, the appellant shall identify to the Committee the individual’s appellant wishes to be present at the meeting for the purpose of providing the Appeals Committee with information about the appeal.

The Appeals Committee is authorized to decide the appeal and is responsible for the following:
1. Reviewing all data presented by the Appellant and others.
2. Discussing the argument presented by Appellant and inviting Appellant to contribute to the discussion.
3. Limiting statements of appellant and other individuals where information being presented is irrelevant, unduly repetitious, or disrespectful.
   - Deciding the appeal and providing a written decision, including the reasons therefore, to the Appellant and the appropriate Assistant Dean within 15 working days of the Appeals Committee meeting. The written decision shall identify and include where appropriate:
     - Appellant’s stated reason for the appeal
     - Action taken by the Appeals Committee
     - Stipulations and recommendations for appellant’s continuation in program (where appeal granted)
     - Rationale for decision
     - Names of individuals present at the hearing
     - Notice of appellant’s right to appeal
4. If the appeal is granted, the Appeals Committee will discuss with the Appellant any stipulations (binding) and recommendations (non-biding) for continuation in the program.

Review of Appeals Committee Decision

1. A written request for review of the Appeals Committee Decision by the Dean of the School of Nursing or the Dean’s designee must be submitted to the Associate Dean for Academic Affairs within 20 working days of the date of notification of the Committee’s initial decision. The request must state the specific grounds for appeal which are limited to:
   - School policies were incorrectly applied;
   - Decision is contrary to state or federal law;
   - Proper appeal procedures were not followed; or
   - Unfounded, arbitrary, or irrelevant assumptions of fact regarding the appellant’s performance were made by the Appeals Committee. Appellant must also identify the specific aspects of the Committee decision that he or she believes meet the criteria cited as a basis for appeal.

The Dean of the Dean’s designee may meet with the appellant to discuss the request for review.

a. Copies of the information submitted to the Appeals Committee and the Appeals Committee decision shall be provided to the Dean or the Dean’s designee for review. Only facts and information presented to the Appeals Committee may be introduced to and considered by the Dean or the Dean’s designee.

b. The burden of proof shall be on the student to demonstrate by a preponderance of the evidence that the Appeals Committee’s decision was the result of one or more of the above bases for appeal.

c. The Dean or the Dean’s designee shall notify Appellant and the Appeals Committee in writing within 30 working days of receipt of the request for review of the Appeals Committee decision or the appellant’s meeting with the Dean’s or Dean’s designee, whichever is later, stating the action on the appeal and the grounds for the action taken.

d. The decision by the Dean or the Dean’s designee on review is final.

e. Graduate students may seek Graduate School Procedural Review of the decision by the Dean or the Dean’s designee. Please contact The Graduate School Office of Academic Services & Fellowship Administration in 217 Bascom Hall or at 608-262-2433 for information regarding this process.

Note: Deadlines referenced herein may only be altered by mutual agreement of the parties. Any such agreement must be in writing.

Section Two: Grievances

Informal Resolution

Any student in the School of Nursing who believes that he or she has been treated inequitably is encouraged to resolve the matter informally. The student should first talk with the person or group at whom the grievance is directed in an attempt to resolve the issue informally.

The student may contact the Associate Dean for Academic Affairs for assistance in resolving the matter informally. The student may also contact the following groups for assistance in reaching an informal resolution and/or information regarding other possible formal procedures to resolve the matter.

1. Contact the UW-Madison Equity and Diversity Resource Center for information and assistance regarding discrimination or disability issues.
2. Contact the Dean of Students for information about resources for addressing student concerns.

School of Nursing Grievance Procedure:

The grievance procedure is available to resolve student concerns regarding inequitable treatment that have not been satisfactorily resolved through the informal resolution process or where the student believes that informal resolution would not be productive. The grievance procedure is described below. Through the grievance process, the student may be accompanied by a support person. The use of this grievance procedure shall not prevent the student from seeking redress through another administrative or legal process.

1. To initiate the formal grievance procedure, the student must submit his or her grievance, in writing, to the Associate Dean for Academic Affairs.
2. The written grievance shall include:
   - a statement that the student wishes a review of the situation by a Grievance Committee;
   - the identification of the person or group at whom the grievance is directed;
   - the specifics of the perceived inequitable treatment;
   - evidence in support of the student’s belief that he or she has been treated inequitably; and
   - the outcome or resolution desired by the student.

3. A grievance must be initiated no later than 20 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance. Initiation of the
informal procedure described above within the 20-day period will extend
the deadline for initiating the grievance to 40 calendar days from the time
the student knew or could reasonably have been expected to have known
of the circumstances giving rise to the grievance.

4. Within 30 calendar days after receiving the grievance, the Associate
Dean for Academic Affairs shall arrange for a committee meeting. The
Committee may request a written response from the person or group
at whom the grievance is directed, may ask for additional information
from any or all parties involved, may request that the parties involved
appear before the Committee, and/or may take other steps in attempting
to resolve the grievance.

5. Within 60 calendar days after receiving the grievance from the
Associate Dean for Academic Affairs, the Committee shall send a written
report of the Committee's recommendations to the Associate Dean for
Academic Affairs. The student will also receive a copy of the report. The
report shall include notice to the student of his or her right to appeal the
Committee's recommendation to the Dean of the School of Nursing.

6. A student wishing to appeal the Committee's recommendation to
the Dean of the School of Nursing must submit a written appeal to the
Dean within 10 calendar days of the date of the Committee's report. The
request must state the specific bases for appeal and identify the specific
aspects of the Committee's recommendation that he or she believes
are the subject of the bases for appeal. Where an appeal is filed with the
Dean, a copy of the Committee's report shall be provided to the Dean
for review. Only facts presented to the Committee may be introduced to
and considered by the Dean. The Dean shall notify the appellant and the
Committee in writing within 30 calendar days of receiving the written
appeal stating the action on the appeal and the grounds for the action
taken.

Section Three: Course Grade Appeals Process
If a student believes s/he has been awarded a grade for a course that
does not adequately represent her/his performance in the course, they
should speak with the course faculty member in an effort to attempt to
resolve the issue informally. This must be done within 10 working days
of receipt of the grade. During this informal process both student and
faculty may consult with the Associate Dean for Academic Affairs to seek
resolution of the issue.

If the student remains dissatisfied with the grade, the student has
the option to initiate the formal Grievance procedure. To do this, the
student must submit the grievance, in writing, to the Associate Dean
for Academic Affairs within 10 working days. The Associate Dean
will appoint a committee to hear the grievance. The decision of the
committee is final. There is no further appeal.

OTHER
Several forms of financial aid are available for graduate students:
traineeships, fellowships, scholarships, research and teaching
assistantships, and loans.

PROFESSIONAL DEVELOPMENT
GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development
resources (https://grad.wisc.edu/pd/) to build skills, thrive academically,
and launch your career.

PROGRAM RESOURCES
Career advising, funding, and professional development opportunities are
shared with all students by a member of the School of Nursing Academic
Affairs staff. Information on these support services can be found on the
Student Site (https://students.nursing.wisc.edu/career-advising/career/).

PEOPLE

FACULTY
School of Nursing Faculty Directory (https://nursing.wisc.edu/directory/
faculty/)

ADMINISTRATION
Linda D. Scott, PhD, RN, NEA-BC, FAAN
Dean and Professor
ldscott@wisc.edu

Barbara Pinkenstein, DNP, RN-BC, FAAN
Interim Associate Dean for Academic Affairs, Professor
pinkenstein@wisc.edu

Katie Bleier
Assistant Dean for Academic Affairs (Academic Dean)
katie.bleier@wisc.edu
608-263-5172

Pamela McGranahan, DNP, PHNA-BC, PMHNP-BC
DNP Program Director, Clinical Associate Professor
pmcgranahan@wisc.edu (http://
guide.wisc.eduMailto:pmcgranahan@wisc.edu)
608-263-5337

Kristine Kwekkeboom, PhD, RN, FAAN
PhD Program Director, Professor
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608-263-5168

ADVISING AND STUDENT SERVICES
Darby Sugar
Director of Advising & Student Services
darby.sugar@wisc.edu
608-263-5172

Mariah Allen
Graduate Academic Services Coordinator
mariah.allen@wisc.edu
608-263-5258

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Mandi Moy
Director of Admissions & Recruitment
mandi.moy@wisc.edu (http://
guide.wisc.eduMailto:mandi.moy@wisc.edu)
608-263-5261

Kate Beggs
Graduate Admissions & Recruitment Coordinator
katherine.beggs@wisc.edu
608-263-5183
NURSING PRACTICE: ADULT/GERIATRIC PRIMARY CARE NURSE PRACTITIONER, DNP

This is a named option with the Nursing Practice, DNP (p. 1382).

- Hybrid course delivery
- APRN
- Nurse Practitioner
- ANCC Adult-Gerontology Primary Care NP (https://www.nursingworld.org/our-certifications/adult-gerontology–primary-care-nurse-practitioner/)

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Admission requirements for the DNP program (post-baccalaureate) are:
- Graduation from an accredited baccalaureate program in nursing
- GPA of 3.0 on the last 60 credits for the baccalaureate degree
- RN license
- One year of professional nursing experience
- Grade of B or better in an approved statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (http://www.son.wisc.edu/) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School’s Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

Post-BS applicants have a bachelor’s degree in nursing. Applicants who have a non-APN master’s degree (i.e., nurse education) are considered post-B.S. applicants and are able to waive up to 18 credits based on previous graduate coursework, pending review of syllabi.

Admission requirements for the DNP program (post-master’s) are:
- Graduation from an accredited baccalaureate program in nursing
- Master’s degree in a specialty track from an accredited nursing program
- GPA of 3.5 for the master’s degree
- RN license
- Certification as an advanced practice nurse
- One year of professional nursing experience
- Grade of B or better in a graduate level statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (http://www.son.wisc.edu/) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School’s Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

Additional admission requirements for international applicants are:
- CGFNS Certification
- Minimum English proficiency scores in one of the following:
  - TOEFL (600 PBT, 100 iBT)
  - IELTS (8)
  - MELAB (85)

All application materials must be received by December 1 for admission in the fall semester.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from
the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Several forms of financial aid are available for graduate students in the School of Nursing. These include fellowships, scholarships, project and teaching assistantships, and loans. Most graduate assistantships cover the cost of tuition and provide a monthly stipend. Awards are made in the spring for the following academic year.

Graduate Research Scholars (GRS) fellowships are designed to support highly qualified underrepresented students in the doctoral programs. Doctoral students who are preparing to be full-time faculty in nursing programs are also eligible for the Nurse Faculty Loan Program (NFLP). These loans, supported by the federal government, are available to cover tuition and other educational expenses. When graduates become full-time faculty members, up to 85 percent of the NFLP loan will be canceled over a four-year period.

Additional information on financial aid including application procedures is available in the School of Nursing Academic Affairs Office.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

Requirements Detail

| Minimum Residence Credit Requirement | Post–B.S.: 32 credits | Post–M.S.: 32 credits |
| Minimum Graduate Coursework Requirement | Half of degree coursework must be completed graduate-level course work; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide ([http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle](http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle)). |
| Overall Graduate GPA Requirement | 3.00 GPA required. |
| Other Grade Requirements | A student may not receive more than one grade below a B (or a U grade) in any 12 month period. |
| Assessments and Examinations | No examinations are required. |
| Language Requirements | No language requirements. |
| Doctoral Minor/Breadth Requirements | DNP students are not required to complete a doctoral minor. |

**REQUIRED COURSES**

**POST-BACCALAUREATE OPTION**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 706</td>
<td>Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 761</td>
<td>Health Program Planning, Evaluation, and Quality Improvement</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 764</td>
<td>Nursing and Health Informatics</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 806</td>
<td>Evaluation and Application of Evidence-Based Practice</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 906</td>
<td>Scholarly Project</td>
<td>1</td>
</tr>
<tr>
<td>NURSING 703</td>
<td>Health Care and Public Policy</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 704</td>
<td>Leadership in Advanced Practice Nursing I</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 708</td>
<td>Ethics for Advanced Practice in Health Care</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 772</td>
<td>Leadership and Organizational Decision-Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Leadership/Policy Elective</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Practice Component</strong></td>
<td></td>
</tr>
<tr>
<td>NURSING 702</td>
<td>Health Promotion and Disease Prevention in Diverse Communities</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 601</td>
<td>Advanced Health Assessment</td>
<td>3</td>
</tr>
<tr>
<td>NURSING/PHM PRAC 605</td>
<td>Pharmacotherapeutics for Advanced Practice Nurses</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 811</td>
<td>Advanced Pathophysiology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Population Theory Course</strong></td>
<td>3</td>
</tr>
</tbody>
</table>
Choose only one population:

NURSING 722  |  Advanced Practice Nursing Theory: Adults and Older Adults
NURSING 741  |  Advanced Practice Nursing Theory: Family Process & Child Development
NURSING 751  |  Advanced Practice Nursing Theory: Psychiatric Mental Health

APN Clinical/Leadership Practicum & Role Core

NURSING 726  |  Foundations for APN Clinical Practice I
NURSING 727  |  Foundations for APN Clinical Practice II
NURSING 826  |  Advanced Practice Clinical Application and Role Development I
NURSING 728  |  Advanced Practice Clinical Application and Role Development II
NURSING 729  |  Clinical Leadership III
NURSING 829  |  Clinical Leadership IV

1. 6 total credits required; 10 credit maximum. Taken for 2 credits per term (other credit amounts allowed only via faculty approval).
2. Students in the Adult/Gerontology Primary Care Nurse Practitioner named option must take these courses with a section number of 020 (sections 021 and 022 are also sometimes used for this named option if needed).

Post-Baccalaureate Three-Year Program Plan

First Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
<th>Summer</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 706</td>
<td>3</td>
<td>NURSING 601</td>
<td>3</td>
<td>NURSING 764</td>
<td>3</td>
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<tr>
<td>NURSING 704</td>
<td>3</td>
<td>NURSING/PHM PRAC 605</td>
<td>3</td>
<td>NURSING 708</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 811</td>
<td>3</td>
<td>NURSING 806</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 722, 741, or 751</td>
<td>3</td>
<td>NURSING 703</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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Second Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
<th>Summer</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 726</td>
<td>3</td>
<td>NURSING 727</td>
<td>3</td>
<td>NURSING 772</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 728</td>
<td>3</td>
<td>NURSING 729</td>
<td>3</td>
<td>NURSING 906</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 702</td>
<td>3</td>
<td>NURSING 761</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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Third Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 826</td>
<td>3</td>
<td>NURSING 829</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 828</td>
<td>3</td>
<td>NURSING 906</td>
<td>2</td>
</tr>
</tbody>
</table>

8

Total Credits 68

1. See Pre-approved elective options. Additional options may be approved by program director.
2. Psych/Mental Health NP students must take NURSING 590 Contemporary Practices in Nursing Pediatric Assessment for Mental Health APNs (1cr) the summer prior to NURSING 726 Foundations for APN Clinical Practice I/NURSING 728 Advanced Practice Clinical Application and Role Development I.

Post-Baccalaureate Four-Year Program Plan

First Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
<th>Summer</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 706</td>
<td>3</td>
<td>NURSING 806</td>
<td>3</td>
<td>NURSING 708</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 704</td>
<td>3</td>
<td>NURSING 703</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 722, 741, or 751</td>
<td>3</td>
<td>Elective (can be taken any term)</td>
<td>3</td>
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</tr>
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9 9 2

Second Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
<th>Summer</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 811</td>
<td>3</td>
<td>NURSING 601</td>
<td>3</td>
<td>NURSING 764</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 702</td>
<td>3</td>
<td>NURSING/PHM PRAC 605</td>
<td>3</td>
<td></td>
<td></td>
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</tbody>
</table>

6 6 3

Third Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
<th>Summer</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 726</td>
<td>3</td>
<td>NURSING 727</td>
<td>3</td>
<td>NURSING 772</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 728</td>
<td>3</td>
<td>NURSING 729</td>
<td>3</td>
<td>NURSING 906</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 702</td>
<td>3</td>
<td>NURSING 761</td>
<td>3</td>
<td></td>
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</tbody>
</table>

6 9 5

Fourth Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 826</td>
<td>3</td>
<td>NURSING 829</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 828</td>
<td>3</td>
<td>NURSING 906</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 906</td>
<td>2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

8

Total Credits 68

1. See Pre-approved elective options. Additional options may be approved by program director.
2. Psych/Mental Health NP students must take NURSING 590 Contemporary Practices in Nursing Pediatric Assessment for Mental Health APNs (1cr) the summer prior to NURSING 726 Foundations for APN Clinical Practice I/NURSING 728 Advanced Practice Clinical Application and Role Development I.

POST-MASTER'S OPTION

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Systematic Evaluation of Practice</td>
<td>Approved Statistics Course (prerequisite)</td>
<td>0</td>
</tr>
</tbody>
</table>
NURSING 761  Health Program Planning, Evaluation, and Quality Improvement 3
NURSING 764  Nursing and Health Informatics 3
NURSING 806  Evaluation and Application of Evidence-Based Practice 3
NURSING 906  Scholarly Project 1 6
Leadership/Policy Component
NURSING 708  Ethics for Advanced Practice in Health Care 2
NURSING 772  Leadership and Organizational Decision-Making in Health Care 3
Practice Component
Select one of the populations: 3
NURSING 722  Advanced Practice Nursing Theory: Adults and Older Adults
NURSING 741  Advanced Practice Nursing Theory Family Process & Child Development
NURSING 751  Advanced Practice Nursing Theory Psychiatric Mental Health
APN Clinical/Leadership Practicum & Role Core
NURSING 828  Clinical Leadership III 2 3
NURSING 829  Clinical Leadership IV 2 3
1 6 total credits required; 10 credit maximum. Taken for 2 credits per term (other credit amounts allowed only via faculty approval).
2 Students in the Adult/Gerontology Primary Care Nurse Practitioner named option must take these courses with a section number of 020 (sections 021 and 022 are also sometimes used for this named option if needed).

Pre-approved elective options
Code  Title  Credits
NURSING/PHM PRAC/SOC WORK 746  Interdisciplinary Care of Children with Special Health Care Needs 3
NURSING 657  Clinical Psychopharmacology 3
NURSING 847  Health Policy Practicum 3
NURSING 785  Foundations of Curriculum Development and Evaluation in Nursing Education 3
NURSING 786  Foundations of Teaching and Learning in Nursing 3
NURSING 787  Nursing Education Practicum 1-3
NURSING/MEDICINE/POP HLTH 705  Seminar in Interdisciplinary Clinical Research Evidence 2
COUN PSY 650  Theory and Practice in Interviewing 3
SOC WORK 875  Health, Aging, and Disability Policy and Services 2
POP HLTH/SOC 797  Introduction to Epidemiology 3
NURSING/PHM PRAC 674  Seminars in Interprofessional Mental Health Care 2
NURSING/LAW/MED SC-M 768  Consumer Health Advocacy and Patient-Centered Care Clinical 1-7
POP HLTH 650  Special Topics 1-6
PUBLHLTH/PUBLHLTH/NURSING/PHARMACY/PHY ASST/PHY THER 758  Interprofessional Public Health Leadership 1
PUBLHLTH 780  Evidence-Based Decision-Making 3
POP HLTH 915  International Health Systems and Policy 2
OTM 753  Healthcare Operations Management 3

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

GRADUATE SCHOOL POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
Post-B.S.: With program approval, students are allowed to count up to 18 credits of graduate coursework from other institutions. Graduate work should be less than five years old to be considered; additional justification and/or documentation are needed for work taken between five and tens years. Work more than ten years old will not be considered.
Post–M.S.: With program approval, students are allowed to count up to 19 credits of graduate coursework from other institutions. Graduate work should be less than five years old to be considered; additional justification and/or documentation are needed for work taken between five and ten years. Work more than ten years old will not be considered unless students are board certified advanced practice nurses (APN) and have continuous practice as an APN.

**UW–Madison Undergraduate**

No undergraduate coursework will be allowed to count toward DNP requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. These credits are considered part of the total allowable credits available for a student to transfer. coursework should be less than five years old to be considered; additional justification and/or documentation is needed for work taken between five and ten years. Work more than ten years old will not be considered.

**PROBATION**

A semester GPA below 3.0 will result in the student being placed on academic probation. If a student has not returned to satisfactory progress by the determined deadline, a decision about whether the student will be permitted to continue will be made by the graduate programs committee (or appropriate subcommittee) with input from the student’s advisor.

**ADVISOR / COMMITTEE**

Progression is reviewed each semester by academic affairs office staff and advisors.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Post–B.S.: Students must complete the requirements within six years of admission. Upon the advisor’s recommendation, the associate dean for academic programs may grant a one-year extension.

Post–M.S.: Students must complete the requirements within four years of admission to the program. Upon the advisor’s recommendation, the associate dean for academic programs may grant a one-year extension.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Student Appeals and Grievance Procedures**

Students who feel that they have been treated unfairly have the right to question this treatment and receive prompt hearing of the grievance. Before instituting an appeal or grievance, students should discuss their particular situations with an appropriate staff member, e.g., faculty member, assistant dean, associate dean, or adviser.

**Section One: Appeals**

Appeals are limited to requests to continue in the curriculum after being dropped from the program for academic reasons.

**Procedure**

**Filing Appeal**

Graduate Student: A written appeal must be filed with the Assistant Dean for Academic Affairs within 10 working days of the date of the letter notifying the student of the decision to discontinue the student in the program, or the right to appeal is waived. The appellant (student) must submit to the Assistant Dean the following information:

1. A written statement addressed to the Chairperson of the appropriate appeals committee specifying:
   - Precise grounds on which the appeal is based.
   - Circumstances associated with the need to appeal.
   - Arguments supporting the appeal.
   - Description of proposed remedial actions to be taken to improve the student’s academic performance.

2. The appellant may also submit letters of support from persons knowledgeable about the appellant’s current and/or past academic work and/or other matters related to the appellant’s academic performance. Any such letters must be submitted to the Assistant Dean by the same deadline.

**Appeals Committee**

Graduate Student: For the purposes of hearing the appeal, the Assistant Dean will arrange an appeals committee that consists of at least three School of Nursing faculty members and that includes at least one member of the Graduate Programs Committee. The Assistant Dean will collect the information relative to the appellant’s academic situation and forward the information to the Appeals Committee.
Appeals Committee Meeting

- Within 15 working days of the filing of the appeal, the Appeals Committee will schedule a meeting date for the purposes of hearing the appeal.
- Appellant must appear before the Appeals Committee to present the appeal. Appellant may have a support person accompany him or her to the meeting with the Appeals Committee. Appellant must address the Appeals Committee under all circumstances. Appellant’s chosen support person is limited to providing advice and support to appellant. No fewer than three working days prior to the meeting with the Appeals Committee, the appellant shall identify to the Committee the individual’s appellant wishes to be present at the meeting for the purpose of providing the Appeals Committee with information about the appeal.

The Appeals Committee is authorized to decide the appeal and is responsible for the following:

1. Reviewing all data presented by the Appellant and others.
2. Discussing the argument presented by Appellant and inviting Appellant to contribute to the discussion.
3. Limiting statements of appellant and other individuals where information being presented is irrelevant, unduly repetitious, or disrespectful.
   - Deciding the appeal and providing a written decision, including the reasons therefore, to the Appellant and the appropriate Assistant Dean within 15 working days of the Appeals Committee meeting. The written decision shall identify and include where appropriate:
     - Appellant’s stated reason for the appeal
     - Action taken by the Appeals Committee
     - Stipulations and recommendations for appellant’s continuation in program (where appeal granted)
     - Rationale for decision
     - Names of individuals present at the hearing
     - Notice of appellant’s right to appeal the Appeals Committee decision to the Associate Dean for Academic Affairs.
4. If the appeal is granted, the Appeals Committee will discuss with the Appellant any stipulations (binding) and recommendations (non-binding) for continuation in the program.

Review of Appeals Committee Decision

1. A written request for review of the Appeals Committee Decision by the Dean of the School of Nursing or the Dean’s designee must be submitted to the Associate Dean for Academic Affairs within 20 working days of the date of notification of the Committee’s initial decision. The request must state the specific grounds for appeal which are limited to:
   - School policies were incorrectly applied;
   - Decision is contrary to state or federal law;
   - Proper appeal procedures were not followed; or
   - Unfounded, arbitrary, or irrelevant assumptions of fact regarding the appellant’s performance were made by the Appeals Committee. Appellant must also identify the

specific aspects of the Committee decision that he or she believes meet the criteria cited as a basis for appeal.

The Dean of the Dean’s designee may meet with the appellant to discuss the request for review.

a. Copies of the information submitted to the Appeals Committee and the Appeals Committee decision shall be provided to the Dean or the Dean’s designee for review. Only facts and information presented to the Appeals Committee may be introduced to and considered by the Dean or the Dean’s designee.

b. The burden of proof shall be on the student to demonstrate by a preponderance of the evidence that the Appeals Committee’s decision was the result of one or more of the above bases for appeal.

c. The Dean or the Dean’s designee shall notify Appellant and the Appeals Committee in writing within 30 working days of receipt of the request for review of the Appeals Committee decision or the appellant’s meeting with the Dean’s or Dean’s designee, whichever is later, stating the action on the appeal and the grounds for the action taken.

d. The decision by the Dean or the Dean’s designee on review is final.

e. Graduate students may seek Graduate School Procedural Review of the decision by the Dean or the Dean’s designee. Please contact The Graduate School Office of Academic Services & Fellowship Administration in 217 Bascom Hall or at 608-262-2433 for information regarding this process.

Note: Deadlines referenced herein may only be altered by mutual agreement of the parties. Any such agreement must be in writing.

Section Two: Grievances

Informal Resolution

Any student in the School of Nursing who believes that he or she has been treated inequitably is encouraged to resolve the matter informally. The student should first talk with the person or group at whom the grievance is directed in an attempt to resolve the issue informally. The student may contact the Associate Dean for Academic Affairs for assistance in resolving the matter informally. The student may also contact the following groups for assistance in reaching an informal resolution and/or information regarding other possible formal procedures to resolve the matter.

1. Contact the UW-Madison Equity and Diversity Resource Center for information and assistance regarding discrimination or disability issues.
2. Contact the Dean of Students for information about resources for addressing student concerns.

School of Nursing Grievance Procedure:

The grievance procedure is available to resolve student concerns regarding inequitable treatment that have not been satisfactorily resolved through the informal resolution process or where the student believes that informal resolution would not be productive. The grievance procedure is described below. Through the grievance process, the student may be accompanied by a support person. The use of this grievance
procedure shall not prevent the student from seeking redress through another administrative or legal process.

1. To initiate the formal grievance procedure, the student must submit his or her grievance, in writing, to the Associate Dean for Academic Affairs.

2. The written grievance shall include:
   - a statement that the student wishes a review of the situation by a Grievance Committee;
   - the identification of the person or group at whom the grievance is directed;
   - the specifics of the perceived inequitable treatment;
   - evidence in support of the student’s belief that he or she has been treated inequitably; and
   - the outcome or resolution desired by the student.

3. A grievance must be initiated no later than 20 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance. Initiation of the informal procedure described above within the 20- day period will extend the deadline for initiating the grievance to 40 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance.

4. Within 30 calendar days after receiving the grievance, the Associate Dean for Academic Affairs shall arrange for a committee meeting. The Committee may request a written response from the person or group at whom the grievance is directed, may ask for additional information from any or all parties involved, may request that the parties involved appear before the Committee, and/or may take other steps in attempting to resolve the grievance.

5. Within 60 calendar days after receiving the grievance from the Associate Dean for Academic Affairs, the Committee shall send a written report of the Committee’s recommendations to the Associate Dean for Academic Affairs. The student will also receive a copy of the report. The report shall include notice to the student of his or her right to appeal the Committee’s recommendation to the Dean of the School of Nursing.

6. A student wishing to appeal the Committee’s recommendation to the Dean of the School of Nursing must submit a written appeal to the Dean within 10 calendar days of the date of the Committee’s report. The request must state the specific bases for appeal and identify the specific aspects of the Committee’s recommendation that he or she believes are the subject of the bases for appeal. Where an appeal is filed with the Dean, a copy of the Committee’s report shall be provided to the Dean for review. Only facts presented to the Committee may be introduced to and considered by the Dean. The Dean shall notify the appellant and the Committee in writing within 30 calendar days of receiving the written appeal stating the action on the appeal and the grounds for the action taken.

Section Three: Course Grade Appeals Process
If a student believes s/he has been awarded a grade for a course that does not adequately represent her/his performance in the course, they should speak with the course faculty member in an effort to attempt to resolve the issue informally. This must be done within 10 working days of receipt of the grade. During this informal process both student and faculty may consult with the Associate Dean for Academic Affairs to seek resolution of the issue.

If the student remains dissatisfied with the grade, the student has the option to initiate the formal Grievance procedure. To do this, the student must submit the grievance, in writing, to the Associate Dean for Academic Affairs within 10 working days. The Associate Dean will appoint a committee to hear the grievance. The decision of the committee is final. There is no further appeal.

OTHER
Several forms of financial aid are available for graduate students: traineeships, fellowships, scholarships, research and teaching assistantships, and loans.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Career advising, funding, and professional development opportunities are shared with all students by a member of the School of Nursing Academic Affairs staff. Information on these support services can be found on the Student Site (https://students.nursing.wisc.edu/career-advising/career/).

PEOPLE

FACULTY
School of Nursing Faculty Directory (https://nursing.wisc.edu/directory/faculty/)

ADMINISTRATION
Linda D. Scott, PhD, RN, NEA-BC, FAAN
Dean and Professor
lscott@wisc.edu

Barbara Pinkenstein, DNP, RN-BC, FAAN
Interim Associate Dean for Academic Affairs, Professor
pinkenstein@wisc.edu

Katie Bleier
Assistant Dean for Academic Affairs (Academic Dean)
katie.bleier@wisc.edu
608-263-5172

Pamela McGranahan, DNP, PHNA-BC, PMHNP-BC
DNP Program Director, Clinical Associate Professor
pmcgranahan@wisc.edu (http://guide.wisc.eduMailto:pmcgranahan@wisc.edu)
608-263-5337

Kristine Kwekkeboom, PhD, RN, FAAN
PhD Program Director, Professor
kwekkeboom@wisc.edu
608-263-5168

ADVISING AND STUDENT SERVICES
Darby Sugar
Director of Advising & Student Services
NURSING PRACTICE: PEDIATRIC PRIMARY CARE NURSE PRACTITIONER

This is a named option with the Nursing Practice, DNP (p. 1382).

- Hybrid course delivery
- APRN
- Nurse Practitioner
- PNCB Primary Care Pediatric NP (https://www.pncb.org/cpnp-pc/)

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required 3</td>
</tr>
</tbody>
</table>

Admission requirements for the DNP program (post-baccalaureate) are:
- Graduation from an accredited baccalaureate program in nursing
- GPA of 3.0 on the last 60 credits for the baccalaureate degree
- RN license
- One year of professional nursing experience
- Grade of B or better in an approved statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (http://www.son.wisc.edu/) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School’s Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

Post-BS applicants have a bachelor's degree in nursing. Applicants who have a non-APN master’s degree (i.e., nurse education) are considered post-B.S. applicants and are able to waive up to 18 credits based on previous graduate coursework, pending review of syllabi.

Admission requirements for the DNP program (post-master’s) are:
- Graduation from an accredited baccalaureate program in nursing
- Master’s degree in a specialty track from an accredited nursing program
- GPA of 3.5 for the master’s degree
- RN license
- Certification as an advanced practice nurse
- One year of professional nursing experience
- Grade of B or better in a graduate level statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (http://www.son.wisc.edu/) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School’s Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

Additional admission requirements for international applicants are:
• CGFNS Certification
• Minimum English proficiency scores in one of the following:
  • TOEFL (600 PBT, 100 iBT)
  • IELTS (8)
  • MELAB (85)

All application materials must be received by December 1 for admission in the fall semester.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Several forms of financial aid are available for graduate students in the School of Nursing. These include fellowships, scholarships, project and teaching assistantships, and loans. Most graduate assistantships cover the cost of tuition and provide a monthly stipend. Awards are made in the spring for the following academic year.

Graduate Research Scholars (GRS) fellowships are designed to support highly qualified underrepresented students in the doctoral programs. Doctoral students who are preparing to be full-time faculty in nursing programs are also eligible for the Nurse Faculty Loan Program (NFLP). These loans, supported by the federal government, are available to cover tuition and other educational expenses. When graduates become full-time faculty members, up to 85 percent of the NFLP loan will be canceled over a four-year period.

Additional information on financial aid including application procedures is available in the School of Nursing Academic Affairs Office.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Min Credit</th>
<th>Max Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Post–B.S.: 68 credits</td>
<td>32 credits in the program plan plus 19 credits from Master’s degree</td>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>).</td>
</tr>
<tr>
<td>Post–M.S.: 51 credits</td>
<td>32 credits</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Post–M.S.: 32 credits</td>
<td>32 credits</td>
<td>No examinations are required.</td>
</tr>
<tr>
<td>Post–M.S.: 32 credits</td>
<td>32 credits</td>
<td>No language requirements.</td>
</tr>
<tr>
<td>Post–M.S.: 32 credits</td>
<td>32 credits</td>
<td>DNP students are not required to complete a doctoral minor.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

POST-BACCALAUREATE OPTION

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 706</td>
<td>Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 761</td>
<td>Health Program Planning, Evaluation, and Quality Improvement</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 764</td>
<td>Nursing and Health Informatics</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 806</td>
<td>Evaluation and Application of Evidence-Based Practice</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 906</td>
<td>Scholarly Project</td>
<td>6</td>
</tr>
</tbody>
</table>

Leadership/Policy Component

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 703</td>
<td>Health Care and Public Policy</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 704</td>
<td>Leadership in Advanced Practice</td>
<td>3</td>
</tr>
</tbody>
</table>
**Post-Baccalaureate Three-Year Program Plan**

<table>
<thead>
<tr>
<th>First Year</th>
<th>Credits Spring</th>
<th>Credits Summer</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 706</td>
<td>3 NURSING 601</td>
<td>3 NURSING 764</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 704</td>
<td>3 NURSING/PHM PRAC 605</td>
<td>3 NURSING 708</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 811</td>
<td>3 NURSING 806</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NURSING 722, 741, or 751</td>
<td>3 NURSING 703</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

**Second Year**

<table>
<thead>
<tr>
<th>Credits</th>
<th>Spring</th>
<th>Summer</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>12</td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Summer</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 726</td>
<td>3 NURSING 727</td>
<td>3 NURSING 772</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

**Third Year**

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Summer</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 728</td>
<td>3 NURSING 729</td>
<td>3 NURSING 906</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>NURSING 702</td>
<td>3 NURSING 761</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Fourth Year**

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Summer</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 826</td>
<td>3 NURSING 829</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 828</td>
<td>3 NURSING 906</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 906</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Credits 68**

1. See Pre-approved elective options. Additional options may be approved by program director.
2. Psych/Mental Health NP students must take NURSING 590 Contemporary Practices in Nursing Pediatric Assessment for Mental Health APNs (1 cr) the summer prior to NURSING 726 Foundations for APN Clinical Practice I/NURSING 728 Advanced Practice Clinical Application and Role Development I.
**POST-MASTER’S OPTION**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Systematic Evaluation of Practice</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Approved Statistics Course (prerequisite)</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>NURSING 761</td>
<td>Health Program Planning, Evaluation, and Quality Improvement</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 764</td>
<td>Nursing and Health Informatics</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 806</td>
<td>Evaluation and Application of Evidence-Based Practice</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 906</td>
<td>Scholarly Project</td>
<td>6</td>
</tr>
</tbody>
</table>

**Leadership/Policy Component**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 708</td>
<td>Ethics for Advanced Practice in Health Care</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 772</td>
<td>Leadership and Organizational Decision-Making in Health Care</td>
<td>3</td>
</tr>
</tbody>
</table>

**Practice Component**

Select one of the populations:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 722</td>
<td>Advanced Practice Nursing Theory; Adults and Older Adults</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 741</td>
<td>Advanced Practice Nursing Theory: Family Process &amp; Child Development</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 751</td>
<td>Advanced Practice Nursing Theory: Psychiatric Mental Health</td>
<td>3</td>
</tr>
</tbody>
</table>

**APN Clinical/Leadership Practicum & Role Core**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 828</td>
<td>Clinical Leadership III</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 829</td>
<td>Clinical Leadership IV</td>
<td>3</td>
</tr>
</tbody>
</table>

1. 6 total credits required; 10 credit maximum. Taken for 2 credits per term (other credit amounts allowed only via faculty approval).

2. Students in the Pediatric Primary Care Nurse Practitioner named option must take these courses with a section number of 040.

**Pre-approved elective options**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING/PHM PRAC/SOC WORK 746</td>
<td>Interdisciplinary Care of Children with Special Health Care Needs</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 657</td>
<td>Clinical Psychopharmacology</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 847</td>
<td>Health Policy Practicum</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 785</td>
<td>Foundations of Curriculum Development and Evaluation in Nursing Education</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 786</td>
<td>Foundations of Teaching and Learning in Nursing</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 787</td>
<td>Nursing Education Practicum</td>
<td>1-3</td>
</tr>
<tr>
<td>NURSING/PHM PRAC/PHARMACY/PHY ASST/PHY THER 758</td>
<td>Seminar in Interdisciplinary Clinical Research Evidence</td>
<td>2</td>
</tr>
<tr>
<td>COUN PSY 650</td>
<td>Theory and Practice in Interviewing</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 875</td>
<td>Health, Aging, and Disability Policy and Services</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>NURSING/PHM PRAC 674</td>
<td>Seminars in Interprofessional Mental Health Care</td>
<td>2</td>
</tr>
<tr>
<td>NURSING/LAW/MED SC-M 768</td>
<td>Consumer Health Advocacy and Patient-Centered Care Clinical</td>
<td>1-7</td>
</tr>
<tr>
<td>POP HLTH 650</td>
<td>Special Topics</td>
<td>1-6</td>
</tr>
<tr>
<td>PUBLHLTH/NURSING/PHARMACY/PHY ASST/PHY THER 758</td>
<td>Interprofessional Public Health Leadership</td>
<td>1</td>
</tr>
<tr>
<td>PUBLHLTH 780</td>
<td>Evidence-Based Decision-Making</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 915</td>
<td>International Health Systems and Policy</td>
<td>2</td>
</tr>
<tr>
<td>OTM 753</td>
<td>Healthcare Operations Management</td>
<td>3</td>
</tr>
</tbody>
</table>

**Policies**

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

Post–B.S.: With program approval, students are allowed to count up to 18 credits of graduate coursework from other institutions. Graduate work should be less than five years old to be considered; additional
justification and/or documentation are needed for work taken between five and ten years. Work more than ten years old will not be considered.

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UW–Madison Undergraduate
No undergraduate coursework will be allowed to count toward DNP requirements.

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With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. These credits are considered part of the total allowable credits available for a student to transfer. coursework should be less than five years old to be considered; additional justification and/or documentation is needed for work taken between five and ten years. Work more than ten years old will not be considered.

PROBATION
A semester GPA below 3.0 will result in the student being placed on academic probation. If a student has not returned to satisfactory progress by the determined deadline, a decision about whether the student will be permitted to continue will be made by the graduate programs committee (or appropriate subcommittee) with input from the student’s advisor.

ADVISOR / COMMITTEE
Progression is reviewed each semester by academic affairs office staff and advisors.

CREDITS PER TERM ALLOWED
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TIME CONSTRAINTS
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GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
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- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

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Students who feel that they have been treated unfairly have the right to question this treatment and receive prompt hearing of the grievance. Before instituting an appeal or grievance, students should discuss their particular situations with an appropriate staff member, e.g., faculty member, assistant dean, associate dean, or adviser.

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   - Precise grounds on which the appeal is based.
   - Circumstances associated with the need to appeal.
   - Arguments supporting the appeal.
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2. The appellant may also submit letters of support from persons knowledgeable about the appellant’s current and/or past academic work and/or other matters related to the appellant’s academic performance. Any such letters must be submitted to the Assistant Dean by the same deadline.

Appeals Committee
Graduate Student: For the purposes of hearing the appeal, the Assistant Dean will arrange an appeals committee that consists of at least three School of Nursing faculty members and that includes at least one member of the Graduate Programs Committee. The Assistant Dean will
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- Within 15 working days of the filing of the appeal, the Appeals Committee will schedule a meeting date for the purposes of hearing the appeal.
- Appellant must appear before the Appeals Committee to present the appeal. Appellant may have a support person accompany him or her to the meeting with the Appeals Committee. Appellant must address the Appeals Committee under all circumstances. Appellant’s chosen support person is limited to providing advice and support to appellant. No fewer than three working days prior to the meeting with the Appeals Committee, the appellant shall identify to the Committee the individual’s appellant wishes to be present at the meeting for the purpose of providing the Appeals Committee with information about the appeal.

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1. Reviewing all data presented by the Appellant and others.
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     - Names of individuals present at the hearing
     - Notice of appellant’s right to appeal the Appeals Committee decision to the Associate Dean for Academic Affairs.
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1. A written request for review of the Appeals Committee Decision by the Dean of the School of Nursing or the Dean’s designee must be submitted to the Associate Dean for Academic Affairs within 20 working days of the date of notification of the Committee’s initial decision. The request must state the specific grounds for appeal which are limited to:
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   - Unfounded, arbitrary, or irrelevant assumptions of fact regarding the appellant’s performance were made by the Appeals Committee. Appellant must also identify the specific aspects of the Committee decision that he or she believes meet the criteria cited as a basis for appeal.

The Dean of the Dean’s designee may meet with the appellant to discuss the request for review.

a. Copies of the information submitted to the Appeals Committee and the Appeals Committee decision shall be provided to the Dean or the Dean’s designee for review. Only facts and information presented to the Appeals Committee may be introduced to and considered by the Dean or the Dean’s designee.

b. The burden of proof shall be on the student to demonstrate by a preponderance of the evidence that the Appeals Committee’s decision was the result of one or more of the above bases for appeal.

c. The Dean or the Dean’s designee shall notify Appellant and the Appeals Committee in writing within 30 working days of receipt of the request for review of the Appeals Committee decision or the appellant’s meeting with the Dean’s or Dean’s designee, whichever is later, stating the action on the appeal and the grounds for the action taken.

d. The decision by the Dean or the Dean’s designee on review is final.

e. Graduate students may seek Graduate School Procedural Review of the decision by the Dean or the Dean’s designee. Please contact The Graduate School Office of Academic Services & Fellowship Administration in 217 Bascom Hall or at 608-262-2433 for information regarding this process.

Note: Deadlines referenced herein may only be altered by mutual agreement of the parties. Any such agreement must be in writing.

Section Two: Grievances

Informal Resolution

Any student in the School of Nursing who believes that he or she has been treated inequitably is encouraged to resolve the matter informally. The student should first talk with the person or group at whom the grievance is directed in an attempt to resolve the issue informally. The student may contact the Associate Dean for Academic Affairs for assistance in resolving the matter informally. The student may also contact the following groups for assistance in reaching an informal resolution and/or information regarding other possible formal procedures to resolve the matter.

1. Contact the UW-Madison Equity and Diversity Resource Center for information and assistance regarding discrimination or disability issues.
2. Contact the Dean of Students for information about resources for addressing student concerns.

School of Nursing Grievance Procedure:

The grievance procedure is available to resolve student concerns regarding inequitable treatment that have not been satisfactorily resolved through the informal resolution process or where the student
believes that informal resolution would not be productive. The grievance procedure is described below. Through the grievance process, the student may be accompanied by a support person. The use of this grievance procedure shall not prevent the student from seeking redress through another administrative or legal process.

1. To initiate the formal grievance procedure, the student must submit his or her grievance, in writing, to the Associate Dean for Academic Affairs.

2. The written grievance shall include:
   - a statement that the student wishes a review of the situation by a Grievance Committee;
   - the identification of the person or group at whom the grievance is directed;
   - the specifics of the perceived inequitable treatment;
   - evidence in support of the student’s belief that he or she has been treated inequitably; and
   - the outcome or resolution desired by the student.

3. A grievance must be initiated no later than 20 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance. Initiation of the informal procedure described above within the 20- day period will extend the deadline for initiating the grievance to 40 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance.

4. Within 30 calendar days after receiving the grievance, the Associate Dean for Academic Affairs shall arrange for a committee meeting. The Committee may request a written response from the person or group at whom the grievance is directed, may ask for additional information from any or all parties involved, may request that the parties involved appear before the Committee, and/or may take other steps in attempting to resolve the grievance.

5. Within 60 calendar days after receiving the grievance from the Associate Dean for Academic Affairs, the Committee shall send a written report of the Committee’s recommendations to the Associate Dean for Academic Affairs. The student will also receive a copy of the report. The report shall include notice to the student of his or her right to appeal the Committee’s recommendation to the Dean of the School of Nursing.

6. A student wishing to appeal the Committee’s recommendation to the Dean of the School of Nursing must submit a written appeal to the Dean within 10 calendar days of the date of the Committee’s report. The request must state the specific bases for appeal and identify the specific aspects of the Committee’s recommendation that he or she believes are the subject of the bases for appeal. Where an appeal is filed with the Dean, a copy of the Committee’s report shall be provided to the Dean for review. Only facts presented to the Committee may be introduced to and considered by the Dean. The Dean shall notify the appellant and the Committee in writing within 30 calendar days of receiving the written appeal stating the action on the appeal and the grounds for the action taken.

**Section Three: Course Grade Appeals Process**

If a student believes s/he has been awarded a grade for a course that does not adequately represent her/his performance in the course, they should speak with the course faculty member in an effort to attempt to resolve the issue informally. This must be done within 10 working days of receipt of the grade. During this informal process both student and faculty may consult with the Associate Dean for Academic Affairs to seek resolution of the issue.

If the student remains dissatisfied with the grade, the student has the option to initiate the formal Grievance procedure. To do this, the student must submit the grievance, in writing, to the Associate Dean for Academic Affairs within 10 working days. The Associate Dean will appoint a committee to hear the grievance. The decision of the committee is final. There is no further appeal.

**OTHER**

Several forms of financial aid are available for graduate students: traineeships, fellowships, scholarships, research and teaching assistantships, and loans.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PROGRAM RESOURCES**

Career advising, funding, and professional development opportunities are shared with all students by a member of the School of Nursing Academic Affairs staff. Information on these support services can be found on the Student Site (https://students.nursing.wisc.edu/career-advising/career/).

**PEOPLE**

**FACULTY**

School of Nursing Faculty Directory (https://nursing.wisc.edu/directory/faculty/)

**ADMINISTRATION**

Linda D. Scott, PhD, RN, NEA-BC, FAAN
Dean and Professor
ldscott@wisc.edu

Barbara Pinkenstein, DNP, RN-BC, FAAN
Interim Associate Dean for Academic Affairs, Professor
pinkenstein@wisc.edu

Katie Bleier
Assistant Dean for Academic Affairs (Academic Dean)
katie.bleier@wisc.edu
608-263-5172

Pamela McGranahan, DNP, PHNA-BC, PMHNP-BC
DNP Program Director, Clinical Associate Professor
pmcgranahan@wisc.edu (http://guide.wisc.eduMailto:pmcgranahan@wisc.edu)
608-263-5337

Kristine Kwekkeboom, PhD, RN, FAAN
PhD Program Director, Professor
kwekkeboom@wisc.edu
608-263-5168
NURSING PRACTICE: POPULATION HEALTH NURSING, DNP

This is a named option with the Nursing Practice, DNP (p. 1382).

- Online course delivery
- Population health positions
- No certification exam

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
</tbody>
</table>

English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT) | n/a

Letters of Recommendation Required | 3

Admission requirements for the DNP program (post-baccalaureate) are:

- Graduation from an accredited baccalaureate program in nursing
- GPA of 3.0 on the last 60 credits for the baccalaureate degree
- Unencumbered RN license
- At least one year of experience in nursing, public health, or a health-related field
- Grade of B or better in an approved statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (http://www.son.wisc.edu/) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School's Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

Post-BS applicants have a bachelor's degree in nursing. Applicants who have a non-APN master's degree (i.e., nurse education) are considered post-B.S. applicants and are able to waive up to 18 credits based on previous graduate coursework, pending review of syllabi.

Admission requirements for the DNP program (post-master's) are:

- Graduation from an accredited baccalaureate program in nursing
- Master's degree from an accredited program
- GPA of 3.5 for the master's degree
- Unencumbered RN license
- At least one year of experience in nursing, public health, or a health-related field
- Grade of B or better in a graduate level statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (http://www.son.wisc.edu/) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School's Admission Requirements (http://grad.wisc.edu/...
admissions/requirements/) for more information on the English proficiency requirement.

Additional admission requirements for international applicants are:

- CGFNS Certification
- Minimum English proficiency scores in one of the following:
  - TOEFL (600 PBT, 100 iBT)
  - IELTS (8)
  - MELAB (85)

All application materials must be received by December 1 for admission in the fall semester.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>58 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>).</td>
</tr>
</tbody>
</table>

Overall Graduate GPA Requirement | 3.00 GPA required.

Other Grade Requirements | A student may not receive more than one grade below a B (or a U grade) in any 12 month period.

Assessments and Examinations | No examinations are required.

Language Requirements | No language requirements.

Doctoral Minor/ Breadth Requirements | DNP students are not required to complete a doctoral minor.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM INFORMATION

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 730</td>
<td>Critical Social Theories in Population Health</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 706</td>
<td>Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 709</td>
<td>Leadership Foundations: The Discipline of Nursing</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>Spring Term</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 703</td>
<td>Health Care and Public Policy</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 806</td>
<td>Evaluation and Application of Evidence-Based Practice</td>
<td>3</td>
</tr>
<tr>
<td>BM I 573</td>
<td>Foundations of Data-Driven Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>Summer Term</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 702</td>
<td>Health Promotion and Disease Prevention in Diverse Communities</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 772</td>
<td>Leadership and Organizational Decision-Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>Year Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fall Term</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 715</td>
<td>Evaluation of Health Informatics Solutions</td>
<td>3</td>
</tr>
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GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

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Graduate Student: For the purposes of hearing the appeal, the Assistant Dean will arrange an appeals committee that consists of at least three School of Nursing faculty members and that includes at least one member of the Graduate Programs Committee. The Assistant Dean will collect the information relative to the appellant’s academic situation and forward the information to the Appeals Committee.

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- Within 15 working days of the filing of the appeal, the Appeals Committee will schedule a meeting date for the purposes of hearing the appeal.
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The Dean of the Dean’s designee may meet with the appellant to discuss the request for review.

a. Copies of the information submitted to the Appeals Committee and the Appeals Committee decision shall be
provided to the Dean or the Dean’s designee for review. Only facts and information presented to the Appeals Committee may be introduced to and considered by the Dean or the Dean’s designee.

b. The burden of proof shall be on the student to demonstrate by a preponderance of the evidence that the Appeals Committee’s decision was the result of one or more of the above bases for appeal.

c. The Dean or the Dean’s designee shall notify Appellant and the Appeals Committee in writing within 30 working days of receipt of the request for review of the Appeals Committee decision or the appellant’s meeting with the Dean’s or Dean’s designee, whichever is later, stating the action on the appeal and the grounds for the action taken.

d. The decision by the Dean or the Dean’s designee on review is final.

e. Graduate students may seek Graduate School Procedural Review of the decision by the Dean or the Dean’s designee. Please contact The Graduate School Office of Academic Services & Fellowship Administration in 217 Bascom Hall or at 608-262-2433 for information regarding this process.

Note: Deadlines referenced herein may only be altered by mutual agreement of the parties. Any such agreement must be in writing.

Section Two: Grievances

Informal Resolution

Any student in the School of Nursing who believes that he or she has been treated inequitably is encouraged to resolve the matter informally. The student should first talk with the person or group at whom the grievance is directed in an attempt to resolve the issue informally. The student may contact the Associate Dean for Academic Affairs for assistance in resolving the matter informally. The student may also contact the following groups for assistance in reaching an informal resolution and/or information regarding other possible formal procedures to resolve the matter.

1. Contact the UW-Madison Equity and Diversity Resource Center for information and assistance regarding discrimination or disability issues.
2. Contact the Dean of Students for information about resources for addressing student concerns.

School of Nursing Grievance Procedure:

The grievance procedure is available to resolve student concerns regarding inequitable treatment that have not been satisfactorily resolved through the informal resolution process or where the student believes that informal resolution would not be productive. The grievance procedure is described below. Through the grievance process, the student may be accompanied by a support person. The use of this grievance procedure shall not prevent the student from seeking redress through another administrative or legal process.

1. To initiate the formal grievance procedure, the student must submit his or her grievance, in writing, to the Associate Dean for Academic Affairs.
2. The written grievance shall include:
   - a statement that the student wishes a review of the situation by a Grievance Committee;
   - the identification of the person or group at whom the grievance is directed;
   - the specifics of the perceived inequitable treatment;
   - evidence in support of the student’s belief that he or she has been treated inequitably; and
   - the outcome or resolution desired by the student.

3. A grievance must be initiated no later than 20 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance. Initiation of the informal procedure described above within the 20-day period will extend the deadline for initiating the grievance to 40 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance.

4. Within 30 calendar days after receiving the grievance, the Associate Dean for Academic Affairs shall arrange for a committee meeting. The Committee may request a written response from the person or group at whom the grievance is directed, may ask for additional information from any or all parties involved, may request that the parties involved appear before the Committee, and/or may take other steps in attempting to resolve the grievance.

5. Within 60 calendar days after receiving the grievance from the Associate Dean for Academic Affairs, the Committee shall send a written report of the Committee’s recommendations to the Associate Dean for Academic Affairs. The student will also receive a copy of the report. The report shall include notice to the student of his or her right to appeal the Committee’s recommendation to the Dean of the School of Nursing.

6. A student wishing to appeal the Committee’s recommendation to the Dean of the School of Nursing must submit a written appeal to the Dean within 10 calendar days of the date of the Committee’s report. The request must state the specific bases for appeal and identify the specific aspects of the Committee’s recommendation that he or she believes are the subject of the bases for appeal. Where an appeal is filed with the Dean, a copy of the Committee’s report shall be provided to the Dean for review. Only facts presented to the Committee may be introduced to and considered by the Dean. The Dean shall notify the appellant and the Committee in writing within 30 calendar days of receiving the written appeal stating the action on the appeal and the grounds for the action taken.

Section Three: Course Grade Appeals Process

If a student believes s/he has been awarded a grade for a course that does not adequately represent her/his performance in the course, they should speak with the course faculty member in an effort to attempt to resolve the issue informally. This must be done within 10 working days of receipt of the grade. During this informal process both student and faculty may consult with the Associate Dean for Academic Affairs to seek resolution of the issue.

If the student remains dissatisfied with the grade, the student has the option to initiate the formal Grievance procedure. To do this, the student must submit the grievance, in writing, to the Associate Dean for Academic Affairs within 10 working days. The Associate Dean will appoint a committee to hear the grievance. The decision of the committee is final. There is no further appeal.
OTHER
Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Career advising, funding, and professional development opportunities are shared with all students by a member of the School of Nursing Academic Affairs staff. Information on these support services can be found on the Student Site (https://students.nursing.wisc.edu/career-advising/career/).

PEOPLE

FACULTY
School of Nursing Faculty Directory (https://nursing.wisc.edu/directory/faculty/)

ADMINISTRATION
Linda D. Scott, PhD, RN, NEA-BC, FAAN
Dean and Professor
ldscott@wisc.edu

Barbara Pinkenstein, DNP, RN-BC, FAAN
Interim Associate Dean for Academic Affairs, Professor
pinkerstein@wisc.edu

Katie Bleier
Assistant Dean for Academic Affairs (Academic Dean)
katie.bleier@wisc.edu
608-263-5172

Pamela McGranahan, DNP, PHNA-BC, PMHNP-BC
DNP Program Director, Clinical Associate Professor
pmcgranahan@wisc.edu (http://guide.wisc.eduMailto:pmcgranahan@wisc.edu)
608-263-5337

Kristine Kwekkeboom, PhD, RN, FAAN
PhD Program Director, Professor
kwekkeboom@wisc.edu
608-263-5168

ADVISING AND STUDENT SERVICES
Darby Sugar
Director of Advising & Student Services
darby.sugar@wisc.edu
608-263-5172

Mariah Allen
Graduate Academic Services Coordinator
mariah.allen@wisc.edu

608-263-5258

ADMISSIONS AND RECRUITMENT
Mandi Moy
Director of Admissions & Recruitment
mandi.moy@wisc.edu (http://guide.wisc.eduMailto:mandi.moy@wisc.edu)
608-263-5261

Kate Beggs
Graduate Admissions & Recruitment Coordinator
katherine.beggs@wisc.edu
608-263-5183

NURSING PRACTICE: PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER, DNP
This is a named option with the Nursing Practice, DNP (p. 1382).

• Hybrid course delivery

• APRN

• Nurse Practitioner

• ANCC Psychiatric-Mental Health NP (https://www.nursingworld.org/our-certifications/psychiatric-mental-health-nurse-practitioner/)

ADMISSIONS
Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
</tbody>
</table>

Other Test(s) (e.g., GMAT, MCAT) n/a
Admission requirements for the DNP program (post-baccalaureate) are:

- Graduation from an accredited baccalaureate program in nursing
- GPA of 3.0 on the last 60 credits for the baccalaureate degree
- RN license
- One year of professional nursing experience
- Grade of B or better in a approved statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website [http://www.son.wisc.edu/] for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School’s Admission Requirements [http://grad.wisc.edu/admissions/requirements/] for more information on the English proficiency requirement.

Post-BS applicants have a bachelor’s degree in nursing. Applicants who have a non-APN master’s degree (i.e., nurse education) are considered post-B.S. applicants and are able to waive up to 18 credits based on previous graduate coursework, pending review of syllabi.

Admission requirements for the DNP program (post-master’s) are:

- Graduation from an accredited baccalaureate program in nursing
- Master’s degree in a specialty track from an accredited nursing program
- GPA of 3.5 for the master’s degree
- RN license
- Certification as an advanced practice nurse
- One year of professional nursing experience
- Grade of B or better in a graduate level statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website [http://www.son.wisc.edu/] for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School’s Admission Requirements [http://grad.wisc.edu/admissions/requirements/] for more information on the English proficiency requirement.

Additional admission requirements for international applicants are:

- CGFNS Certification
- Minimum English proficiency scores in one of the following:
  - TOEFL (600 PBT, 100 iBT)
  - IELTS (8)
  - MELAB (85)

All application materials must be received by December 1 for admission in the fall semester.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information [https://grad.wisc.edu/funding/] is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Several forms of financial aid are available for graduate students in the School of Nursing. These include fellowships, scholarships, project and teaching assistantships, and loans. Most graduate assistantships cover the cost of tuition and provide a monthly stipend. Awards are made in the spring for the following academic year.

Graduate Research Scholars (GRS) fellowships are designed to support highly qualified underrepresented students in the doctoral programs. Doctoral students who are preparing to be full-time faculty in nursing programs are also eligible for the Nurse Faculty Loan Program (NFLP). These loans, supported by the federal government, are available to cover tuition and other educational expenses. When graduates become full-time faculty members, up to 85 percent of the NFLP loan will be canceled over a four-year period.

Additional information on financial aid including application procedures is available in the School of Nursing Academic Affairs Office.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated:</strong> Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend:</strong> Courses meet on the UW–Madison campus only in evenings and/ or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information [https://grad.wisc.edu/funding/] is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

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Additional information on financial aid including application procedures is available in the School of Nursing Academic Affairs Office.
**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

## CURRICULAR REQUIREMENTS

**Requirements Detail**

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Post–B.S.: 68 credits</td>
<td></td>
</tr>
<tr>
<td>Post–M.S.: 51 credits (32 credits in the program plan plus 19 credits from Master’s degree)</td>
<td></td>
</tr>
<tr>
<td>Post–B.S.: 32 credits</td>
<td></td>
</tr>
<tr>
<td>Post–M.S.: 32 credits</td>
<td></td>
</tr>
<tr>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>).</td>
<td></td>
</tr>
</tbody>
</table>

**Overall GPA Requirement**

3.00 GPA required.

**Other Grade Requirements**

A student may not receive more than one grade below a B (or a U grade) in any 12 month period.

**Assessments and Examinations**

No examinations are required.

**Language Requirements**

No language requirements.

**Doctoral Minor/Breadth Requirements**

DNP students are not required to complete a doctoral minor.

## REQUIRED COURSES

### POST-BACCALAUREATE OPTION

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 706</td>
<td>Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 761</td>
<td>Health Program Planning, Evaluation, and Quality Improvement</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 764</td>
<td>Nursing and Health Informatics</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 806</td>
<td>Evaluation and Application of Evidence-Based Practice</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 906</td>
<td>Scholarly Project</td>
<td>6</td>
</tr>
<tr>
<td>NURSING 703</td>
<td>Health Care and Public Policy</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 704</td>
<td>Leadership in Advanced Practice Nursing I</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 708</td>
<td>Ethics for Advanced Practice in Health Care</td>
<td>2</td>
</tr>
</tbody>
</table>

### Systematic Evaluation of Practice Component

- Approved Statistics Course (prerequisite) 0 credits
- NURSING 706 Nursing Research 3 credits
- NURSING 761 Health Program Planning, Evaluation, and Quality Improvement 3 credits
- NURSING 764 Nursing and Health Informatics 3 credits
- NURSING 806 Evaluation and Application of Evidence-Based Practice 3 credits
- NURSING 906 Scholarly Project 6 credits

### Leadership/Policy Component

- NURSING 703 Health Care and Public Policy 3 credits
- NURSING 704 Leadership in Advanced Practice Nursing 1 3 credits
- NURSING 708 Ethics for Advanced Practice in Health Care 2 credits

### Post-Baccalaureate Three-Year Program Plan

#### First Year

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>NURSING 706</td>
<td>Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 704</td>
<td>NURSING/PHM PRAC 605</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 806</td>
<td>NURSING 906</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td>12</td>
</tr>
<tr>
<td>Spring</td>
<td>NURSING 601</td>
<td>Advanced Health Assessment</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 708</td>
<td>NURSING 706</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 722</td>
<td>NURSING 703</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td>12</td>
</tr>
<tr>
<td>Summer</td>
<td>NURSING 727</td>
<td>Advanced Practice Nursing Theory: Adults and Older Adults</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 727</td>
<td>Advanced Practice Nursing Theory: Family Process &amp; Child Development</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 728</td>
<td>Advanced Practice Nursing Theory: Psychiatric Mental Health</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Second Year

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>NURSING 706</td>
<td>Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 704</td>
<td>NURSING/PHM PRAC 605</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 806</td>
<td>NURSING 906</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td>12</td>
</tr>
<tr>
<td>Spring</td>
<td>NURSING 727</td>
<td>Advanced Practice Nursing Theory: Adults and Older Adults</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 727</td>
<td>Advanced Practice Nursing Theory: Family Process &amp; Child Development</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 728</td>
<td>Advanced Practice Nursing Theory: Psychiatric Mental Health</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 728</td>
<td>Clinical Leadership III</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>NURSING 829</td>
<td>Clinical Leadership IV</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td>12</td>
</tr>
</tbody>
</table>

### APN Clinical/Leadership Practicum & Role Core

- NURSING 726 Foundations for APN Clinical Practice I 2 credits
- NURSING 727 Foundations for APN Clinical Practice II 2 credits
- NURSING 826 Foundations for APN Clinical Practice III 2 credits
- NURSING 728 Advanced Practice Clinical Application and Role Development I 2 credits
- NURSING 729 Advanced Practice Clinical Application and Role Development II 2 credits
- NURSING 828 Clinical Leadership III 2 credits
- NURSING 829 Clinical Leadership IV 2 credits

1. 6 total credits required; 10 credit maximum. Taken for 2 credits per term (other credit amounts allowed only via faculty approval).

2. Students in the Psychiatric Mental Health Nurse Practitioner named option must take these courses with a section number of 060.
NURSING 702 3 NURSING 761 3

9 9 5

Third Year
Fall Credits Spring Credits
NURSING 826 3 NURSING 829 3
NURSING 828 3 NURSING 906 2
NURSING 906 2 Elective (can be taken any term)1

8 8

Total Credits 68
1 See Pre-approved elective options. Additional options may be approved by program director.

Psych/Mental Health NP students must take NURSING 590 Contemporary Practices in Nursing Pediatric Assessment for Mental Health APNs (1cr) the summer prior to NURSING 726 Foundations for APN Clinical Practice I/NURSING 728 Advanced Practice Clinical Application and Role Development I.

Post-Baccalaureate Four-Year Program Plan
First Year
Fall Credits Spring Credits Summer Credits
NURSING 706 3 NURSING 806 3 NURSING 708 2
NURSING 704 3 NURSING 703 3
NURSING 722, 741, or 751 3 Elective (can be taken any term)1

9 9 2

Second Year
Fall Credits Spring Credits Summer Credits
NURSING 811 3 NURSING 601 3 NURSING 764 3
NURSING 702 3 NURSING/ PHM PRAC 605 3

6 6 3

Third Year
Fall Credits Spring Credits Summer Credits
NURSING 726 3 NURSING 727 3 NURSING 772 3
NURSING 728 3 NURSING 729 3 NURSING 906 2
NURSING 761 3

6 5

Fourth Year
Fall Credits Spring Credits
NURSING 826 3 NURSING 829 3
NURSING 828 3 NURSING 906 2
NURSING 906 2

8 5

Total Credits 68
1 See Pre-approved elective options. Additional options may be approved by program director.

Psych/Mental Health NP students must take NURSING 590 Contemporary Practices in Nursing Pediatric Assessment for Mental Health APNs (1cr) the summer prior to NURSING 726 Foundations for APN Clinical Practice I/NURSING 728 Advanced Practice Clinical Application and Role Development I.

POST-MASTER’S OPTION

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Systematic Evaluation of Practice</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Approved Statistics Course (prerequisite)</td>
<td>0</td>
</tr>
<tr>
<td>NURSING 761</td>
<td>Health Program Planning, Evaluation, and Quality Improvement</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 764</td>
<td>Nursing and Health Informatics</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 806</td>
<td>Evaluation and Application of Evidence-Based Practice</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 906</td>
<td>Scholarly Project1</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Leadership/Policy Component</td>
<td></td>
</tr>
<tr>
<td>NURSING 708</td>
<td>Ethics for Advanced Practice in Health Care</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Leadership/Policy Elective</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 772</td>
<td>Leadership and Organizational Decision-Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Practice Component</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Select one of the populations:</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 722</td>
<td>Advanced Practice Nursing Theory: Adults and Older Adults</td>
<td></td>
</tr>
<tr>
<td>NURSING 741</td>
<td>Advanced Practice Nursing Theory: Family Process &amp; Child Development</td>
<td></td>
</tr>
<tr>
<td>NURSING 751</td>
<td>Advanced Practice Nursing Theory: Psychiatric Mental Health</td>
<td></td>
</tr>
<tr>
<td></td>
<td>APN Clinical/Leadership Practicum &amp; Role Core</td>
<td></td>
</tr>
<tr>
<td>NURSING 828</td>
<td>Clinical Leadership III 2</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 829</td>
<td>Clinical Leadership IV 2</td>
<td>3</td>
</tr>
</tbody>
</table>

1 6 total credits required; 10 credit maximum. Taken for 2 credits per term (other credit amounts allowed only via faculty approval).
2 Students in the Psychiatric Mental Health Nurse Practitioner named option must take these courses with a section number of 060.

Post-Master’s Program Plan
First Year
Fall Credits Spring Credits Summer Credits
NURSING 722, 741, or 751 3 NURSING 806 3 NURSING 764 3
Elective (can be taken any term)1

6 6 6

Second Year
Fall Credits Spring Credits Summer Credits
NURSING 828 3 NURSING 829 3 NURSING 708 2
NURSING 906 2 NURSING 906 2 NURSING 906 2

5 5 4

Total Credits 32
1 See Pre-approved elective options. Additional options may be approved by program director.
GRADUATE SCHOOL POLICIES

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NAMED OPTION-SPECIFIC POLICIES

GRADUATE WORK FROM OTHER INSTITUTIONS

Post-B.S.: With program approval, students are allowed to count up to 18 credits of graduate coursework from other institutions. Graduate work should be less than five years old to be considered; additional justification and/or documentation are needed for work taken between five and ten years. Work more than ten years old will not be considered.

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UW-Madison Undergraduate

No undergraduate coursework will be allowed to count toward DNP requirements.

UW-Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW-Madison University Special student. These credits are considered part of the total allowable credits available for a student to transfer. coursework should be less than five years old to be considered; additional justification and/or documentation is needed for work taken between five and ten years. Work more than ten years old will not be considered.

PROBATION

A semester GPA below 3.0 will result in the student being placed on academic probation. If a student has not returned to satisfactory progress by the determined deadline, a decision about whether the student will be permitted to continue will be made by the graduate programs committee (or appropriate subcommittee) with input from the student's advisor.

ADVISOR / COMMITTEE

Progression is reviewed each semester by academic affairs office staff and advisors.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Post-B.S.: Students must complete the requirements within six years of admission. Upon the advisor's recommendation, the associate dean for academic programs may grant a one-year extension.

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GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

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  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and
process. The Assistant Dean will forward the information to the Appeals Committee.

The Assistant Dean will arrange an appeals committee that consists of at least three graduate school faculty members and that includes at least one member of the Graduate Programs Committee. The Assistant Dean will collect the information relative to the appellant’s academic situation and forward the information to the Appeals Committee.

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Students who feel that they have been treated unfairly have the right to question this treatment and receive prompt hearing of the grievance. Before instituting an appeal or grievance, students should discuss their particular situations with an appropriate staff member, e.g., faculty member, assistant dean, associate dean, or adviser.

Section One: Appeals
Appeals are limited to requests to continue in the curriculum after being dropped from the program for academic reasons.

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Graduate Student: A written appeal must be filed with the Assistant Dean for Academic Affairs within 10 working days of the date of the letter notifying the student of the decision to discontinue the student in the program, or the right to appeal is waived. The appellant (student) must submit to the Assistant Dean the following information:

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   • Precise grounds on which the appeal is based.
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The Appeals Committee is authorized to decide the appeal and is responsible for the following:

1. Reviewing all data presented by the Appellant and others.
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   • Deciding the appeal and providing a written decision, including the reasons therefore, to the Appellant and the appropriate Assistant Dean within 15 working days of the Appeals Committee meeting. The written decision shall identify and include where appropriate:
     • Appellant’s stated reason for the appeal
     • Action taken by the Appeals Committee
     • Stipulations and recommendations for appellant’s continuation in program (where appeal granted)
     • Rationale for decision
     • Names of individuals present at the hearing
     • Notice of appellant’s right to appeal the Appeals Committee decision to the Associate Dean for Academic Affairs.

4. If the appeal is granted, the Appeals Committee will discuss with the Appellant any stipulations (binding) and recommendations (non-binding) for continuation in the program.

Review of Appeals Committee Decision
1. A written request for review of the Appeals Committee Decision by the Dean of the School of Nursing or the Dean’s designee must be submitted to the Associate Dean for Academic Affairs within 20 working days of the date of notification of the Committee’s initial decision. The request must state the specific grounds for appeal, which are limited to:
   • School policies were incorrectly applied;
   • Decision is contrary to state or federal law;
   • Proper appeal procedures were not followed; or
   • Unfounded, arbitrary, or irrelevant assumptions of fact regarding the appellant’s performance were made by the Appeals Committee. Appellant must also identify the
specific aspects of the Committee decision that he or she believes meet the criteria cited as a basis for appeal.

The Dean of the Dean’s designee may meet with the appellant to discuss the request for review.

a. Copies of the information submitted to the Appeals Committee and the Appeals Committee decision shall be provided to the Dean or the Dean’s designee for review. Only facts and information presented to the Appeals Committee may be introduced to and considered by the Dean or the Dean’s designee.

b. The burden of proof shall be on the student to demonstrate by a preponderance of the evidence that the Appeals Committee’s decision was the result of one or more of the above bases for appeal.

c. The Dean or the Dean’s designee shall notify Appellant and the Appeals Committee in writing within 30 working days of receipt of the request for review of the Appeals Committee decision or the appellant’s meeting with the Dean’s or Dean’s designee, whichever is later, stating the action on the appeal and the grounds for the action taken.

d. The decision by the Dean or the Dean’s designee on review is final.

e. Graduate students may seek Graduate School Procedural Review of the decision by the Dean or the Dean’s designee. Please contact The Graduate School Office of Academic Services & Fellowship Administration in 217 Bascom Hall or at 608-262-2433 for information regarding this process.

Note: Deadlines referenced herein may only be altered by mutual agreement of the parties. Any such agreement must be in writing.

Section Two: Grievances
Informal Resolution

Any student in the School of Nursing who believes that he or she has been treated inequitably is encouraged to resolve the matter informally. The student should first talk with the person or group at whom the grievance is directed, in an attempt to resolve the issue informally. The student may contact the Associate Dean for Academic Affairs for assistance in resolving the matter informally. The student may also contact the following groups for assistance in reaching an informal resolution and/or information regarding other possible formal procedures to resolve the matter.

1. Contact the UW-Madison Equity and Diversity Resource Center for information and assistance regarding discrimination or disability issues.

2. Contact the Dean of Students for information about resources for addressing student concerns.

School of Nursing Grievance Procedure:

The grievance procedure is available to resolve student concerns regarding inequitable treatment that have not been satisfactorily resolved through the informal resolution process or where the student believes that informal resolution would not be productive. The grievance procedure is described below. Through the grievance process, the student may be accompanied by a support person. The use of this grievance procedure shall not prevent the student from seeking redress through another administrative or legal process.

1. To initiate the formal grievance procedure, the student must submit his or her grievance, in writing, to the Associate Dean for Academic Affairs.

2. The written grievance shall include:
   • a statement that the student wishes a review of the situation by a Grievance Committee;
   • the identification of the person or group at whom the grievance is directed;
   • the specifics of the perceived inequitable treatment;
   • evidence in support of the student’s belief that he or she has been treated inequitably; and
   • the outcome or resolution desired by the student.

3. A grievance must be initiated no later than 20 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance. Initiation of the informal procedure described above within the 20-day period will extend the deadline for initiating the grievance to 40 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance.

4. Within 30 calendar days after receiving the grievance, the Associate Dean for Academic Affairs shall arrange for a committee meeting. The Committee may request a written response from the person or group at whom the grievance is directed, may ask for additional information from any or all parties involved, may request that the parties involved appear before the Committee, and/or may take other steps in attempting to resolve the grievance.

5. Within 60 calendar days after receiving the grievance from the Associate Dean for Academic Affairs, the Committee shall send a written report of the Committee’s recommendations to the Associate Dean for Academic Affairs. The student will also receive a copy of the report. The report shall include notice to the student of his or her right to appeal the Committee’s recommendation to the Dean of the School of Nursing.

6. A student wishing to appeal the Committee’s recommendation to the Dean of the School of Nursing must submit a written appeal to the Dean within 10 calendar days of the date of the Committee’s report. The request must state the specific bases for appeal and identify the specific aspects of the Committee’s recommendation that he or she believes are the subject of the bases for appeal. Where an appeal is filed with the Dean, a copy of the Committee’s report shall be provided to the Dean for review. Only facts presented to the Committee may be introduced to and considered by the Dean. The Dean shall notify the appellant and the Committee in writing within 30 calendar days of receiving the written appeal stating the action on the appeal and the grounds for the action taken.

Section Three: Course Grade Appeals Process

If a student believes s/he has been awarded a grade for a course that does not adequately represent her/his performance in the course, they should speak with the course faculty member in an effort to attempt to resolve the issue informally. This must be done within 10 working days of receipt of the grade. During this informal process both student and faculty may consult with the Associate Dean for Academic Affairs to seek resolution of the issue.
If the student remains dissatisfied with the grade, the student has the option to initiate the formal Grievance procedure. To do this, the student must submit the grievance, in writing, to the Associate Dean for Academic Affairs within 10 working days. The Associate Dean will appoint a committee to hear the grievance. The decision of the committee is final. There is no further appeal.

OTHER
Several forms of financial aid are available for graduate students: traineeships, fellowships, scholarships, research and teaching assistantships, and loans.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Career advising, funding, and professional development opportunities are shared with all students by a member of the School of Nursing Academic Affairs staff. Information on these support services can be found on the Student Site (https://students.nursing.wisc.edu/career-advising/career/).

PEOPLE

FACULTY
School of Nursing Faculty Directory (https://nursing.wisc.edu/directory/faculty/)

ADMINISTRATION
Linda D. Scott, PhD, RN, NEA-BC, FAAN
Dean and Professor
ldscott@wisc.edu

Barbara Pinkenstein, DNP, RN-BC, FAAN
Interim Associate Dean for Academic Affairs, Professor
pkenstein@wisc.edu

Katie Bleier
Assistant Dean for Academic Affairs (Academic Dean)
katie.bleier@wisc.edu
608-263-5172

Pamela McGranahan, DNP, PHNA-BC, PMHNP-BC
DNP Program Director, Clinical Associate Professor
pmcranahane@wisc.edu (http://guide.wisc.edu/Mailto:pmcranahane@wisc.edu)
608-263-5337

Kristine Kwokkeboom, PhD, RN, FAAN
PhD Program Director, Professor
kwokkeboom@wisc.edu
608-263-5168

ADVISING AND STUDENT SERVICES
Darby Sugar
Director of Advising & Student Services
darby.sugar@wisc.edu
608-263-5172

Mariah Allen
Graduate Academic Services Coordinator
mariah.allen@wisc.edu
608-263-5258

ADMISSIONS AND RECRUITMENT
Mandi Moy
Director of Admissions & Recruitment
mandi.moy@wisc.edu (http://guide.wisc.edu/Mailto:mandi.moy@wisc.edu)
608-263-5261

Kate Beggs
Graduate Admissions & Recruitment Coordinator
katherine.beggs@wisc.edu
608-263-5183

NURSING PRACTICE: SYSTEMS LEADERSHIP AND INNOVATION, DNP
This is a named option with the Nursing Practice, DNP (p. 1382).

• Online course delivery
• Leadership positions
• No certification exam

ADMISSIONS
Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.
Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).
Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
</tbody>
</table>
Admission requirements for the DNP program (post-baccalaureate) are:

- Graduation from an accredited baccalaureate program in nursing
- GPA of 3.0 on the last 60 credits for the baccalaureate degree
- Unencumbered RN license
- At least one year of experience in nursing, public health, or a health-related field
- Grade of B or better in a approved statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (http://www.son.wisc.edu/) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School’s Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

Post-BS applicants have a bachelor’s degree in nursing. Applicants who have a non-APN master’s degree (i.e., nurse education) are considered post-B.S. applicants and are able to waive up to 18 credits based on previous graduate coursework, pending review of syllabi.

Admission requirements for the DNP program (post-master’s) are:

- Graduation from an accredited baccalaureate program in nursing
- Master’s degree from an accredited program
- GPA of 3.5 for the master’s degree
- Unencumbered RN license
- Certification as an advanced practice nurse
- At least one year of experience in nursing, public health, or a health-related field
- Grade of B or better in a graduate level statistics course within the last 5 years. (Note: The course does not need to be taken before applying, but must be successfully completed prior to the start of the fall term.)
- Application essay (see School of Nursing website (http://www.son.wisc.edu/) for specific criteria)
- Three letters of recommendation
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Scores are accepted if they are within two years of the start of the admission term. See the Graduate School’s Admission Requirements (http://grad.wisc.edu/admissions/requirements/) for more information on the English proficiency requirement.

Additional admission requirements for international applicants are:

- CGFNS Certification
- Minimum English proficiency scores in one of the following:
  - TOEFL (600 PBT, 100 iBT)
  - IELTS (8)
  - MELAB (85)

All application materials must be received by December 1 for admission in the fall semester.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td></td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail

| Minimum Credit Requirement | 58 credits |
| Minimum Residence Credit Requirement | 32 credits |
| Minimum Graduate Coursework Requirement | Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)). |

Overall Graduate GPA Requirement

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

A student may not receive more than one grade below a B (or a U grade) in any 12 month period.

Assessments and Examinations

No examinations are required.

Language Requirements

No language requirements.

Doctoral Minor/Breadth Requirements

DNP students are not required to complete a doctoral minor.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 706</td>
<td>Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 709</td>
<td>Leadership Foundations: The Discipline of Nursing</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>I SY E 557</td>
<td>Human Factors Engineering for Healthcare Systems</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 703</td>
<td>Health Care and Public Policy</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 806</td>
<td>Evaluation and Application of Evidence-Based Practice</td>
<td>3</td>
</tr>
<tr>
<td>B M I 573</td>
<td>Foundations of Data-Driven Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 708</td>
<td>Ethics for Advanced Practice in Health Care</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 772</td>
<td>Leadership and Organizational Decision-Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 711</td>
<td>Business Concepts in Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 712</td>
<td>Health Systems Leadership and Innovation Practicum I</td>
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POLICIES
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- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)

- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

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Appeals Committee Meeting

1. Within 15 working days of the filing of the appeal, the Appeals Committee will schedule a meeting date for the purposes of hearing the appeal.
2. Appellant must appear before the Appeals Committee to present the appeal. Appellant may have a support person accompany him or her to the meeting with the Appeals Committee. Appellant must address the Appeals Committee under all circumstances. Appellant's chosen support person is limited to providing advice and support to appellant. No fewer than three working days prior to the meeting with the Appeals Committee, the appellant shall identify to the Committee the individual's wishes to be present at the meeting for the purpose of providing the Appeals Committee with information about the appeal.
The Appeals Committee is authorized to decide the appeal and is responsible for the following:

1. Reviewing all data presented by the Appellant and others.
2. Discussing the argument presented by Appellant and inviting Appellant to contribute to the discussion.
3. Limiting statements of appellant and other individuals where information being presented is irrelevant, unduly repetitious, or disrespectful. 
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     • Names of individuals present at the hearing
     • Notice of appellant’s right to appeal the Appeals Committee decision to the Associate Dean for Academic Affairs.
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   • Decision is contrary to state or federal law;
   • Proper appeal procedures were not followed; or
   • Unfounded, arbitrary, or irrelevant assumptions of fact regarding the appellant’s performance were made by the Appeals Committee. Appellant must also identify the specific aspects of the Committee decision that he or she believes meet the criteria cited as a basis for appeal.

The Dean of the Dean’s designee may meet with the appellant to discuss the request for review.

a. Copies of the information submitted to the Appeals Committee and the Appeals Committee decision shall be provided to the Dean or the Dean’s designee for review. Only facts and information presented to the Appeals Committee may be introduced to and considered by the Dean or the Dean’s designee.

b. The burden of proof shall be on the student to demonstrate by a preponderance of the evidence that the Appeals Committee’s decision was the result of one or more of the above bases for appeal.

c. The Dean or the Dean’s designee shall notify Appellant and the Appeals Committee in writing within 30 working days of receipt of the request for review of the Appeals Committee decision or the appellant’s meeting with the Dean’s or Dean’s designee, whichever is later, stating the action on the appeal and the grounds for the action taken.

d. The decision by the Dean or the Dean’s designee on review is final.

e. Graduate students may seek Graduate School Procedural Review of the decision by the Dean or the Dean’s designee. Please contact The Graduate School Office of Academic Services & Fellowship Administration in 217 Bascom Hall or at 608-262-2433 for information regarding this process.

Note: Deadlines referenced herein may only be altered by mutual agreement of the parties. Any such agreement must be in writing.

**Section Two: Grievances**

**Informal Resolution**

Any student in the School of Nursing who believes that he or she has been treated inequitably is encouraged to resolve the matter informally. The student should first talk with the person or group at whom the grievance is directed in an attempt to resolve the issue informally. The student may contact the Associate Dean for Academic Affairs for assistance in resolving the matter informally. The student may also contact the following groups for assistance in reaching an informal resolution and/or information regarding other possible formal procedures to resolve the matter.

1. Contact the UW-Madison Equity and Diversity Resource Center for information and assistance regarding discrimination or disability issues.
2. Contact the Dean of Students for information about resources for addressing student concerns.

**School of Nursing Grievance Procedure:**

The grievance procedure is available to resolve student concerns regarding inequitable treatment that have not been satisfactorily resolved through the informal resolution process or where the student believes that informal resolution would not be productive. The grievance procedure is described below. Through the grievance process, the student may be accompanied by a support person. The use of this grievance procedure shall not prevent the student from seeking redress through another administrative or legal process.

1. To initiate the formal grievance procedure, the student must submit his or her grievance, in writing, to the Associate Dean for Academic Affairs.
2. The written grievance shall include:
   • a statement that the student wishes a review of the situation by a Grievance Committee;
   • the identification of the person or group at whom the grievance is directed;
   • the specifics of the perceived inequitable treatment;
   • evidence in support of the student’s belief that he or she has been treated inequitably; and
   • the outcome or resolution desired by the student.
3. A grievance must be initiated no later than 20 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance. Initiation of the informal procedure described above within the 20-day period will extend the deadline for initiating the grievance to 40 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance.

4. Within 30 calendar days after receiving the grievance, the Associate Dean for Academic Affairs shall arrange for a committee meeting. The Committee may request a written response from the person or group at whom the grievance is directed, may ask for additional information from any or all parties involved, may request that the parties involved appear before the Committee, and/or may take other steps in attempting to resolve the grievance.

5. Within 60 calendar days after receiving the grievance from the Associate Dean for Academic Affairs, the Committee shall send a written report of the Committee’s recommendations to the Associate Dean for Academic Affairs. The student will also receive a copy of the report. The report shall include notice to the student of his or her right to appeal the Committee’s recommendation to the Dean of the School of Nursing.

6. A student wishing to appeal the Committee’s recommendation to the Dean of the School of Nursing must submit a written appeal to the Dean within 10 calendar days of the date of the Committee’s report. The request must state the specific bases for appeal and identify the specific aspects of the Committee’s recommendation that he or she believes are the subject of the bases for appeal. Where an appeal is filed with the Dean, a copy of the Committee’s report shall be provided to the Dean for review. Only facts presented to the Committee may be introduced to and considered by the Dean. The Dean shall notify the appellant and the Committee in writing within 30 calendar days of receiving the written appeal stating the action on the appeal and the grounds for the action taken.

Section Three: Course Grade Appeals Process

If a student believes s/he has been awarded a grade for a course that does not adequately represent her/his performance in the course, they should speak with the course faculty member in an effort to attempt to resolve the issue informally. This must be done within 10 working days of receipt of the grade. During this informal process both student and faculty may consult with the Associate Dean for Academic Affairs to seek resolution of the issue.

If the student remains dissatisfied with the grade, the student has the option to initiate the formal Grievance procedure. To do this, the student must submit the grievance, in writing, to the Associate Dean for Academic Affairs within 10 working days. The Associate Dean will appoint a committee to hear the grievance. The decision of the committee is final. There is no further appeal.

OTHER

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver.
REQUIREMENTS

The requirements for a Ph.D. candidate from another program for an Option A minor in nursing are 10 credits of graduate-level course work to include at least 6 credits at the 800 level. No more than 4 of the 10 credits may be transfer credits. Any transfer credits from master’s-level course work must have been taken within five years of admission to the Ph.D. program.

PEOPLE

FACULTY

School of Nursing Faculty Directory (https://nursing.wisc.edu/directory/faculty/)

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608-263-5183

NURSING, M.S.

The School of Nursing is no longer admitting students to the M.S. program or the M.S./MPH dual degree program. The M.S. program for advanced practice has transitioned to the Doctor of Nursing Practice (DNP) degree (p. 1382).

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (p. 1436).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>36 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>27 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (18 credits out of 36 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide">https://registrar.wisc.edu/course-guide</a>)</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>No other grade requirements.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>No formal examination required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Students might earn an M.S. in Nursing on the way to the Ph.D. in Nursing (p. 1436).

Nursing coursework at or above the 300 level.

Policies

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count up to 9 credits of graduate coursework from other institutions. Graduate work should be less than five years old to be considered; additional justification and/or documentation are needed for work taken between five and ten years. Work ten or more years prior to admission to the program will not be considered.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. These credits are considered part of the total allowable credits available for a student to transfer. Coursework should be less than five years old to be considered; additional justification and/or documentation is needed for work taken between five and ten years. Work ten or more years prior to admission to the program will not be considered.

PROBATION

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE

Student progression is reviewed annually.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Requirements for the degree must be completed within five years of admission.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Student Appeals and Grievance Procedures
Students who feel that they have been treated unfairly have the right to question this treatment and receive prompt hearing of the grievance. Before instituting an appeal or grievance, students should discuss their particular situations with an appropriate staff member, e.g., faculty member, assistant dean, associate dean, or adviser.

Section One: Appeals
Appeals are limited to requests to continue in the curriculum after being dropped from the program for academic reasons.

Procedure
Filing Appeal
Graduate Student: A written appeal must be filed with the Assistant Dean for Academic Affairs within 10 working days of the date of the letter notifying the student of the decision to discontinue the student in the program, or the right to appeal is waived. The appellant (student) must submit to the Assistant Dean the following information:

1. A written statement addressed to the Chairperson of the appropriate appeals committee specifying:
   • Precise grounds on which the appeal is based.
   • Circumstances associated with the need to appeal.
   • Arguments supporting the appeal.
   • Description of proposed remedial actions to be taken to improve the student's academic performance.
2. The appellant may also submit letters of support from persons knowledgeable about the appellant's current and/or past academic work and/or other matters related to the appellant's academic performance. Any such letters must be submitted to the Assistant Dean by the same deadline.

Appeals Committee
Graduate Student: For the purposes of hearing the appeal, the Assistant Dean will arrange an appeals committee that consists of at least three School of Nursing faculty members and that includes at least one member of the Graduate Programs Committee. The Assistant Dean will collect the information relative to the appellant's academic situation and forward the information to the Appeals Committee.

Appeals Committee Meeting

• Within 15 working days of the filing of the appeal, the Appeals Committee will schedule a meeting date for the purposes of hearing the appeal.
• Appellant must appear before the Appeals Committee to present the appeal. Appellant may have a support person accompany him or her to the meeting with the Appeals Committee. Appellant must address the Appeals Committee under all circumstances. Appellant's chosen support person is limited to providing advice and support to appellant. No fewer than three working days prior to the meeting with the Appeals Committee, the appellant shall identify to the Committee the individual's appellant wishes to be present at the meeting for the purpose of providing the Appeals Committee with information about the appeal.

The Appeals Committee is authorized to decide the appeal and is responsible for the following:

1. Reviewing all data presented by the Appellant and others.
2. Discussing the argument presented by Appellant and inviting Appellant to contribute to the discussion.
3. Limiting statements of appellant and other individuals where information being presented is irrelevant, unduly repetitious, or disrespectful.
   • Deciding the appeal and providing a written decision, including the reasons therefore, to the Appellant and the appropriate Assistant Dean within 15 working days of the Appeals Committee meeting. The written decision shall identify and include where appropriate:
     • Appellant's stated reason for the appeal
     • Action taken by the Appeals Committee
     • Stipulations and recommendations for appellant's continuation in program (where appeal granted)
     • Rationale for decision
     • Names of individuals present at the hearing
     • Notice of appellant's right to appeal the Appeals Committee decision to the Associate Dean for Academic Affairs.
4. If the appeal is granted, the Appeals Committee will discuss with the Appellant any stipulations (binding) and recommendations (non-binding) for continuation in the program.

Review of Appeals Committee Decision
1. A written request for review of the Appeals Committee Decision by the Dean of the School of Nursing or the Dean's designee must be submitted to the Associate Dean for Academic Affairs within 20 working days of the date of notification of the Committee's initial decision. The request must state the specific grounds for appeal which are limited to:
   • School policies were incorrectly applied;
   • Decision is contrary to state or federal law;
   • Proper appeal procedures were not followed; or
   • Unfounded, arbitrary, or irrelevant assumptions of fact regarding the appellant's performance were made by the Appeals Committee. Appellant must also identify the specific aspects of the Committee decision that he or she believes meet the criteria cited as a basis for appeal.

   a. Copies of the information submitted to the Appeals Committee and the Appeals Committee decision shall be provided to the Dean or the Dean's designee for review. Only facts and information presented to the Appeals Committee
may be introduced to and considered by the Dean or the Dean's designee.

b. The burden of proof shall be on the student to demonstrate by a preponderance of the evidence that the Appeals Committee's decision was the result of one or more of the above bases for appeal.

c. The Dean or the Dean's designee shall notify Appellant and the Appeals Committee in writing within 30 working days of receipt of the request for review of the Appeals Committee decision or the appellant's meeting with the Dean's or Dean's designee, whichever is later, stating the action on the appeal and the grounds for the action taken.

d. The decision by the Dean or the Dean's designee on review is final.

e. Graduate students may seek Graduate School Procedural Review of the decision by the Dean or the Dean's designee. Please contact The Graduate School Office of Academic Services & Fellowship Administration in 217 Bascom Hall or at 608-262-2433 for information regarding this process.

Note: Deadlines referenced herein may only be altered by mutual agreement of the parties. Any such agreement must be in writing.

Section Two: Grievances
Informal Resolution

Any student in the School of Nursing who believes that he or she has been treated inequitably is encouraged to resolve the matter informally. The student should first talk with the person or group at whom the grievance is directed in an attempt to resolve the issue informally. The student may contact the Associate Dean for Academic Affairs for assistance in resolving the matter informally. The student may also contact the following groups for assistance in reaching an informal resolution and/or information regarding other possible formal procedures to resolve the matter.

1. Contact the UW-Madison Equity and Diversity Resource Center for information and assistance regarding discrimination or disability issues.
2. Contact the Dean of Students for information about resources for addressing student concerns.

School of Nursing Grievance Procedure:

The grievance procedure is available to resolve student concerns regarding inequitatable treatment that have not been satisfactorily resolved through the informal resolution process or where the student believes that informal resolution would not be productive. The grievance procedure is described below. Through the grievance process, the student may be accompanied by a support person. The use of this grievance procedure shall not prevent the student from seeking redress through another administrative or legal process.

1. To initiate the formal grievance procedure, the student must submit his or her grievance, in writing, to the Associate Dean for Academic Affairs.
2. The written grievance shall include:
   • a statement that the student wishes a review of the situation by a Grievance Committee;
   • the identification of the person or group at whom the grievance is directed;
   • the specifics of the perceived inequitable treatment;
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   • the outcome or resolution desired by the student.

3. A grievance must be initiated no later than 20 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance. Initiation of the informal procedure described above within the 20-day period will extend the deadline for initiating the grievance to 40 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance.

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5. Within 60 calendar days after receiving the grievance from the Associate Dean for Academic Affairs, the Committee shall send a written report of the Committee's recommendations to the Associate Dean for Academic Affairs. The student will also receive a copy of the report. The report shall include notice to the student of his or her right to appeal the Committee's recommendation to the Dean of the School of Nursing.

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Section Three: Course Grade Appeals Process

If a student believes s/he has been awarded a grade for a course that does not adequately represent her/his performance in the course, they should speak with the course faculty member in an effort to attempt to resolve the issue informally. This must be done within 10 working days of receipt of the grade. During this informal process both student and faculty may consult with the Associate Dean for Academic Affairs to seek resolution of the issue.

If the student remains dissatisfied with the grade, the student has the option to initiate the formal grievance procedure. To do this, the student must submit the grievance, in writing, to the Associate Dean for Academic Affairs within 10 working days. The Associate Dean will appoint a committee to hear the grievance. The decision of the committee is final. There is no further appeal.
Students should contact the department chair or program director with questions about grievances.

OTHER
The School of Nursing makes a strong commitment to funding students admitted into the Ph.D. program who are enrolled full-time. Sources of funding include extramural, campus, and internal School of Nursing funding. The majority of funding decisions are made in the Spring for the following academic year. Continuing and newly admitted students are encouraged to apply for funding.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Career advising, funding, and professional development opportunities are shared with all students by a member of the School of Nursing Academic Affairs staff. Information on these support services can be found on the Student Site (https://students.nursing.wisc.edu/career-advising/career/).

LEARNING OUTCOMES

1. (Background for Practice from Sciences and Humanities) Recognizes that the master’s-prepared nurse integrates scientific findings from nursing, biopsychosocial fields, genetics, public health, quality improvement, and organizational sciences for the continual improvement of nursing care across diverse settings.

2. (Organizational and Systems Leadership) Recognizes that organizational and systems leadership are critical to the promotion of high quality and safe patient care. Leadership skills are needed that emphasize ethical and critical decision making, effective working relationships, and a systems-perspective.

3. (Quality Improvement and Safety) Recognizes that a master’s-prepared nurse must be articulate in the methods, tools, performance measures, and standards related to quality, as well as prepared to apply quality principles within an organization.

4. (Translating and Integrating Scholarship into Practice) Recognizes that the master’s-prepared nurse applies research outcomes within the practice setting, resolves practice problems, works as a change agent, and disseminates results.

5. (Informatics and Healthcare Technologies) Recognizes that the master’s-prepared nurse uses patient-care technologies to deliver and enhance care and uses communication technologies to integrate and coordinate care.

6. (Health Policy and Advocacy) Recognizes that the master’s-prepared nurse is able to intervene at the system level through the policy development process and to employ advocacy strategies to influence health and health care.

7. (Interprofessional Collaboration for Improving Patient and Population Health Outcomes) Recognizes that the master’s-prepared nurse, as a member and leader of interprofessional teams, communicates, collaborates, and consults with other health professionals to manage and coordinate care.

8. (Ethical Practice) Recognizes and applies principles of ethical and professional conduct.

9. (Master’s-Level Nursing Practice) Recognizes that nursing practice, at the master’s level, is broadly defined as any form of nursing intervention that influences healthcare outcomes for individuals, populations, or systems. Master’s-level nursing graduates must have an advanced level of understanding of nursing and relevant sciences as well as the ability to integrate this knowledge into practice. Nursing practice interventions include both direct and indirect care components.

10. (Clinical Prevention and Population Health for Improving Health) Recognizes that the master’s-prepared nurse applies and integrates broad, organizational, client-centered, and culturally appropriate concepts in the planning, delivery, management, and evaluation of evidence-based clinical prevention and population care and services to individuals, families, and aggregates/identified populations.

PEOPLE

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NURSING, PH.D.

The emphasis on theory and practice of nursing prepares nurse scientists to: develop and/or test theory that drives nursing practice; design and conduct clinical efficacy and effectiveness trials of nursing interventions to improve health; and build a program of research around a clinical problem, phenomenon, or population of interest that will shape patient care across various settings. The emphasis on policy and leadership prepares nurse scientists with the conceptual strategies and methodological skills to assess and address the biobehavioral, social, and economic public policy factors that influence the definition of what constitutes health problems and the manner in which they are treated.

The School of Nursing offers a program leading to the doctor of philosophy degree. The school also has a unique early entry Ph.D. program to bridge or accelerate progression to the Ph.D. level for undergraduate nursing students. Postdoctoral training opportunities are also available.

The mission of the School of Nursing is to develop leaders for the profession and society—we make discoveries, enhance systems, and improve health through research, education and practice. Our strategic priorities are to advance science through research and scholarship, prepare nurse leaders for the health challenges of the 21st century, foster strategic partnerships to promote human health, achieve the school's commitment to diversity, and create the preferred future of the School of Nursing.

Nursing faculty members are well prepared for their roles as scholars, clinicians, and teachers. Many have postdoctoral experience in nursing and related disciplines. They have wide-ranging clinical expertise foundational to their experiences with doctoral students. Many faculty have been awarded prestigious federal and private research and training awards and are well known for their expertise in university, local, national, and international communities. Our faculty have a wide variety of research interests. Areas of particular strength and depth include the following:

- Aging
- Chronic illness & symptom management
- Care of children & families
- Health systems & care delivery

World-renowned facilities for clinical practice and research are available in and around Madison. These include University of Wisconsin Hospital and Clinics, American Family Children's Hospital, UW Carbone Cancer Center, and William S. Middleton Memorial Veterans Hospital; hospitals and clinics in urban and rural settings; nursing homes; and public health agencies. The university's location in Wisconsin's capital offers opportunities for involvement in state government and policy making.

Signe Skott Cooper Hall, the School of Nursing's new facility, features state-of-the-art classrooms, simulation labs, meeting and research facilities, and social gathering spaces in an environment dedicated to the health and wellness of students, faculty, staff, and the communities and populations served. Adjacent to Cooper Hall, the Health Sciences Learning Center (HSLC) brings together students in nursing, medicine, and pharmacy, and includes the Ebling Library and University Book Store.

The school's mission is to develop leaders for the profession and society—we make discoveries, enhance systems, and improve health through research, education, and practice.

EARLY ENTRY PH.D. OPTION

The early-entry Ph.D. option is designed for undergraduate students who are interested in research as a career and the Ph.D. as a goal. With the assistance of a faculty advisory committee, early entry students plan an individualized program of study and research, drawing on existing undergraduate and graduate courses in nursing and related disciplines. Two degrees are awarded to students who complete this option: bachelor of science in nursing (B.S.), granted by the School of Nursing, and doctor of philosophy (Ph.D.), granted by the Graduate School.

DOCTOR OF PHILOSOPHY DEGREE

The purpose of the Ph.D. program is to prepare researchers to develop, evaluate, and disseminate new knowledge in nursing and health science. The program is characterized by early and continuous training in research through a close mentoring relationship with faculty, a strong scientific base in nursing, and supporting courses in a related (i.e., minor) discipline. Graduates with a research doctorate are prepared to assume positions as faculty as well as research scientists and research directors in a variety of educational, clinical, and governmental settings.

The program is designed to be completed in four years of full-time study and requires a minimum of 52 credits. Students may be accepted into the Ph.D. program either post-baccalaureate or post-master's. Students are encouraged to enroll full-time. If part-time study is necessary, a minimum of 6 credits per semester is required.

In collaboration with the faculty mentor(s), students plan a course of study that constitutes a unified program and fulfills the program requirements. Students select an emphasis in one of the following tracks:

- Theory & practice of nursing
- Policy & leadership

The emphasis on theory and practice of nursing prepares nurse scientists to: develop and/or test theory that drives nursing practice; design and conduct clinical efficacy and effectiveness trials of nursing interventions to improve health; and build a program of research around a clinical problem, phenomenon, or population of interest that will shape patient care across various settings. The emphasis on policy and leadership prepares nurse scientists with the conceptual strategies and methodological skills to assess and address the biobehavioral, social, and economic public policy factors that influence the definition of what constitutes health problems and the manner in which they are treated.
ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>February 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>May be required in certain cases; consult program.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Admission requirements for the Ph.D. program are:

- Graduation from an accredited baccalaureate program in nursing
- Undergraduate GPA of at least 3.0 (on a 4.0 scale) on the last 60 credits of the most recent baccalaureate degree
- Graduate Record Exam (GRE) completed within the last 5 years may be required, consult program.
- Three to four academic references from individuals who can speak to your scholarly activities, research capabilities and potential for success in the doctoral program
- Two examples of scholarly work related to nursing or health (see School of Nursing website (https://nursing.wisc.edu/graduate-programs/phd/#to-apply) for examples)
- Essay (see School of Nursing website (https://nursing.wisc.edu/graduate-programs/phd/#to-apply) for specific criteria)
- Curriculum vitae or resume
- English proficiency scores: Applicants whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Minimum English proficiency test score: TOEFL = 580 (paper)/92 (internet-based), MELAB = 82 or IELTS = 7. Please refer to the Graduate School (https://grad.wisc.edu/admissions/requirements/) for more information. Applicants are exempt if any of the following applies to their situation:
  - English is the exclusive language of instruction at the undergraduate institution attended

Applications should be submitted for priority consideration by December 1 for admission in the fall semester. If applying for spring admission, see website (https://nursing.wisc.edu/graduate-programs/phd/#to-apply) for deadline.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Several forms of financial aid are available for graduate students in the School of Nursing. These include fellowships, traineeships, scholarships, research, project and teaching assistantships, and loans. Most graduate assistantships cover the cost of tuition and provide a monthly stipend. Awards are made in the spring or early summer for the following academic year. Full-time Ph.D. students receive priority for teaching and research assistantships administered by the School of Nursing. Students in the Ph.D. program have also been successful in competing for federal National Research Service Awards (NRSA) which are individual predoctoral fellowships.

Graduate Research Scholars (GRS) Fellowships are designed to support highly qualified underrepresented students in the doctoral programs. Doctoral students who are preparing to be full-time faculty in nursing programs are also eligible for the Nurse Faculty Loan Program (NFLP). These loans, supported by the federal government, are available to cover tuition and other educational expenses. When graduates become full-time faculty members, up to 85 percent of the NFLP loan will be canceled over a four-year period.

Additional information on financial aid including application procedures is available in the School of Nursing Academic Affairs Office.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW–Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

Curricular Requirements

Requirements Detail

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>52 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 52 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>A student may not receive more than one grade below a B (or a U grade) in any 12 month period.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>To be eligible for the comprehensive candidacy examination, candidates must have completed all formal coursework requirements.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
<tr>
<td>Doctoral Minor/ Breadth</td>
<td>All doctoral students are required to complete a minor.</td>
</tr>
</tbody>
</table>

Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 802</td>
<td>Ethics and the Responsible Conduct of Research</td>
<td>1</td>
</tr>
</tbody>
</table>

Advanced Methods/Statistics

Students complete 6 credits in consultation with their advisor from the options below:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED PSYCH 760 &amp; ED PSYCH 761</td>
<td>Statistical Methods Applied to Education I and Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 762</td>
<td>Introduction to the Design of Educational Experiments</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 763</td>
<td>Regression Models in Education</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 861</td>
<td>Statistical Analysis and Design in Educational Research</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH/ELPA 822</td>
<td>Introduction to Quantitative Inquiry in Education</td>
<td>3</td>
</tr>
<tr>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
<td>3</td>
</tr>
<tr>
<td>B M I/STAT 542</td>
<td>Introduction to Clinical Trials I</td>
<td>3</td>
</tr>
<tr>
<td>B M I 544</td>
<td>Introduction to Clinical Trials II</td>
<td>3</td>
</tr>
<tr>
<td>B M I/STAT 641</td>
<td>Statistical Methods for Clinical Trials</td>
<td>3</td>
</tr>
<tr>
<td>B M I/STAT 642</td>
<td>Statistical Methods for Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/B M I 551</td>
<td>Introduction to Biostatistics for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/B M I 552</td>
<td>Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/B M I 651</td>
<td>Advanced Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/B M I 652</td>
<td>Topics in Biostatistics for Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>STAT 849</td>
<td>Theory and Application of Regression and Analysis of Variance I</td>
<td>3</td>
</tr>
<tr>
<td>STAT 850</td>
<td>Theory and Application of Regression and Analysis of Variance II</td>
<td>3</td>
</tr>
<tr>
<td>STAT 601</td>
<td>Statistical Methods I</td>
<td>3</td>
</tr>
</tbody>
</table>

Students choose one of two tracks:

Theory and Practice of Nursing (12 credits)

Students complete 3 credits from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 590</td>
<td>Contemporary Practices in Nursing (Topic: Chronic Illness Management)</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 702</td>
<td>Health Promotion and Disease Prevention in Diverse Communities</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 921</td>
<td>Child Welfare</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 644</td>
<td>Issues in Developmental Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 874</td>
<td>Advanced Practice in Health, Aging, and Disability</td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>-----------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>SOC/ C&amp;E SOC 971</td>
<td>Seminar-Titles in Demography and Ecology</td>
<td></td>
</tr>
<tr>
<td>POP HLTH 786</td>
<td>NURSING 722 Advanced Practice Nursing Theory: Adults and Older Adults</td>
<td></td>
</tr>
<tr>
<td>NURSING 741</td>
<td>Advanced Practice Nursing Theory: Family Process &amp; Child Development</td>
<td></td>
</tr>
<tr>
<td>NURSING 751</td>
<td>Advanced Practice Nursing Theory: Psychiatric Mental Health</td>
<td></td>
</tr>
<tr>
<td>RP &amp; SE 560</td>
<td>Psychosocial Aspects of Chronic Illness and Disability</td>
<td></td>
</tr>
<tr>
<td>HDFS 516</td>
<td>Stress and Resilience in Families Across the Lifespan</td>
<td></td>
</tr>
<tr>
<td>OTM 753</td>
<td>Healthcare Operations Management</td>
<td></td>
</tr>
</tbody>
</table>

Students complete 3 credits from the following, with NURSING 818 being strongly encouraged:
- NURSING 818 Patient-centered Research
- ED PSYCH 946 Advanced Assessment and Intervention Techniques
- ED PSYCH/ COUN PSY/ RP & SE 736 Seminar in Psychology of Individual Differences

Students must take:
- SOC WORK 741 Interventions with Children, Youth, and Families

Students completing the Theory and Practice of Nursing track must also take 3 credits from courses listed in the Policy and Leadership track.

Policy and Leadership (12 credits)

Students complete 3 credits from the following, with NURSING 703 being strongly encouraged:
- NURSING 703 Health Care and Public Policy
- POP HLTH 915 International Health Systems and Policy

Students complete 3 credits from the following:
- POP HLTH 709 Translational and Outcomes Research in Health and Health Care
- POP HLTH 876 Measuring Health Outcomes
- POP HLTH 786
- ED PSYCH/ HDFS/NURSING/ SOC WORK 880 Prevention Science

Students must take:
- NURSING 847 Health Policy Practicum

Students completing the Policy and Leadership track must also take 3 credits from courses listed in the Theory and Practice of Nursing track.

Nursing Education (3)

Students must take:
- NURSING 785 Foundations of Curriculum Development and Evaluation in Nursing Education

NURSING 786 Foundations of Teaching and Learning in Nursing
NURSING 787 Nursing Education Practicum
ELPA 701 Introduction to Higher and Post-Secondary Education
ELPA/ CURRIC 746 The Adult Learner: Implications for Curriculum and Instruction
CURRIC 735 Epistemic Practice and Science Teaching

Minor (9)

Guided Research (10)

Students are expected to take at least 1 credit of Independent Study and participate in their faculty mentor’s research group (or another research group agreed upon with the mentor) each semester.

1 NURSING 816 is taken twice (Year 1 and Year 3) for 1 credit.
3 Students who have not had a prior course in adult education are strongly encouraged to take a didactic course rather than taking NURSING 787 Nursing Education Practicum only.
2 Students who take POP HLTH 915 must also take 1 credit of NURSING 799 with their advisor.

Sample full-time course schedule

**First Year**

<table>
<thead>
<tr>
<th>Term</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 815</td>
<td>3</td>
<td>NURSING 803</td>
<td>3</td>
<td>NURSING 999</td>
</tr>
<tr>
<td>NURSING 816</td>
<td>1</td>
<td>NURSING 703</td>
<td>3</td>
<td>NURSING 802</td>
</tr>
<tr>
<td>NURSING 999</td>
<td>1-3</td>
<td>NURSING 999</td>
<td>1-3</td>
<td></td>
</tr>
</tbody>
</table>

Population/phenomenon

<table>
<thead>
<tr>
<th>Term</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 Advanced Statistics</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Policy and Leadership (12 credits)

**Second Year**

<table>
<thead>
<tr>
<th>Term</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 804</td>
<td>3</td>
<td>NURSING 999</td>
<td>1-3</td>
<td>NURSING 999</td>
</tr>
<tr>
<td>NURSING 999</td>
<td>1-3</td>
<td>Nursing Education</td>
<td>3</td>
<td>NURSING 819 or 847</td>
</tr>
</tbody>
</table>

Additional Statistics

<table>
<thead>
<tr>
<th>Term</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minor</td>
<td>3</td>
<td>P&amp;L: Health Policy Course</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

**Third Year**

<table>
<thead>
<tr>
<th>Term</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 816</td>
<td>1</td>
<td>NURSING 999</td>
<td>5</td>
<td>NURSING 990</td>
</tr>
<tr>
<td>NURSING 999</td>
<td>1-3 Remaining Minor, Methods/Stats, Population</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional Minor, Methods/Stats, Population

<table>
<thead>
<tr>
<th>Term</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minor</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 18 credits of graduate coursework from other institutions. Graduate work should be less than five years old to be considered; additional justification and/or documentation are needed for work taken between five and ten years. Work ten or more years prior to admission to the program will not be considered.

UW–Madison Undergraduate

With program approval up to 7 credits numbered 300 or above will be allowed to count toward the Ph.D. degree. This applies to students in the Early Entry Ph.D. route in the School of Nursing.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. These credits are considered part of the total allowable credits available for a student to transfer. Coursework should be less than five years old to be considered; additional justification and/or documentation is needed for work taken between five and ten years. Work ten or more years prior to admission to the program will not be considered.

PROBATION

A semester GPA below 3.0 will result in the student being placed on academic probation. If a student has not returned to satisfactory progress by the determined deadline, a decision about whether the student will be permitted to continue will be made by the Graduate Admissions & Progression Committee (or appropriate subcommittee) with input from the student’s advisor.

ADVISOR / COMMITTEE

Ph.D. students complete an annual progression review which includes a written review from the advisor. This is submitted to the Ph.D. Subcommittee of the GPC. The Subcommittee reviews the student CVs and advisor comments to gain an overall sense of student progression in the program. Comments from the Subcommittee regarding progression are then sent to the advisor who shares the result of the review with the student.

Graduate School policy specifies the following with regard to dissertation committees:

Dissertation committees advise and evaluate satisfactory progress, administer preliminary and final oral examinations, evaluate a dissertation, and/or sign a degree warrant. A student arranges a committee with appropriate expertise to afford the breadth and depth needed in degree examinations. In all cases, a student’s advisor (major professor) chairs the committee. The executive committee (or its equivalent) is responsible for approving the composition of all dissertation committees.

Minimum Graduate School requirements for the dissertation committees are as follows:

1. The chair or co-chair of the committee must be Graduate Faculty* from the student’s program.

2. PhD dissertation committees must have a minimum of 4 members, 3 of whom must be UW–Madison graduate faculty, former UW–Madison graduate faculty up to one year after resignation or retirement. At least 1 of the 4 members must be from outside of the student’s major program or major field (often from the minor field).

3. The chair may designate 1 of the 4 members of the committee as a non-reader

   a. Readers are committee members who commit themselves to closely reading and reviewing the entire dissertation. While graduate programs cannot have fewer than three readers, they may require all members to be readers. The rationale for specifically designating non-reader status is to facilitate faculty participation in dissertations without automatically expecting the level of commitment associated with deeply engaging a PhD thesis. Given faculty workloads, designating a non-reader in some cases may permit faculty participation where engagement would otherwise be impossible.

4. The required 4th member of a dissertation committee, as well as any additional members, all retain voting rights.

5. * Graduate Faculty are those who hold tenure track appointments. Non-tenure track faculty (e.g., CHS professors) may participate as 4th or extra committee members, but do not count toward the four “Graduate Faculty” members.

The student and major professor should work together to identify dissertation advisory committee members with appropriate breadth and depth of knowledge. In addition to the Minimum Graduate School requirements for the dissertation committees outlined above, the School of Nursing has additional expectations for committee membership:
1. At least 2 members will be from the School of Nursing faculty.

2. In general, all committee members will serve as readers. However, in line with UW-Madison Graduate School Policy and Procedures of Graduate Advisor Committees, the chair may designate 1 of the 4 members of the committee as a non-reader.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Student Appeals and Grievance Procedures**

Students who feel that they have been treated unfairly have the right to question this treatment and receive prompt hearing of the grievance. Before instituting an appeal or grievance, students should discuss their particular situations with an appropriate staff member, e.g., faculty member, assistant dean, associate dean, or adviser.

**Section One: Appeals**

Appeals are limited to requests to continue in the curriculum after being dropped from the program for academic reasons.

**Procedure**

**Filing Appeal**

Graduate Student: A written appeal must be filed with the Assistant Dean for Academic Affairs within 10 working days of the date of the letter notifying the student of the decision to discontinue the student in the program, or the right to appeal is waived. The appellant (student) must submit to the Assistant Dean the following information:

1. A written statement addressed to the Chairperson of the appropriate appeals committee specifying:
   - Precise grounds on which the appeal is based.
   - Circumstances associated with the need to appeal.
   - Arguments supporting the appeal.
   - Description of proposed remedial actions to be taken to improve the student’s academic performance.

2. The appellant may also submit letters of support from persons knowledgeable about the appellant’s current and/or past academic work and/or other matters related to the appellant’s academic performance. Any such letters must be submitted to the Assistant Dean by the same deadline.

**Appeals Committee**

Graduate Student: For the purposes of hearing the appeal, the Assistant Dean will arrange an appeals committee that consists of at least three School of Nursing faculty members and that includes at least one member of the Graduate Programs Committee. The Assistant Dean will collect the information relative to the appellant’s academic situation and forward the information to the Appeals Committee.

**Appeals Committee Meeting**

• Within 15 working days of the filing of the appeal, the Appeals Committee will schedule a meeting date for the purposes of hearing the appeal.
• Appellant must appear before the Appeals Committee to present the appeal. Appellant may have a support person accompany him or her to the meeting with the Appeals Committee. Appellant must address the Appeals Committee under all circumstances. Appellant’s chosen support person is limited to providing advice and support to appellant. No fewer than three working days prior to the meeting with the Appeals Committee, the appellant shall identify to the Committee the individual’s appellant wishes to be present at the meeting for the purpose of providing the Appeals Committee with information about the appeal.

The Appeals Committee is authorized to decide the appeal and is responsible for the following:

1. Reviewing all data presented by the Appellant and others.
2. Discussing the argument presented by Appellant and inviting Appellant to contribute to the discussion.
3. Limiting statements of appellant and other individuals where information being presented is irrelevant, unduly repetitious, or disrespectful.
   - Deciding the appeal and providing a written decision, including the reasons therefore, to the Appellant and the
Review of Appeals Committee Decision

1. A written request for review of the Appeals Committee Decision by the Dean of the School of Nursing or the Dean's designee must be submitted to the Associate Dean for Academic Affairs within 20 working days of the date of notification of the Committee's initial decision. The request must state the specific grounds for appeal which are limited to:

   • School policies were incorrectly applied;
   • Decision is contrary to state or federal law;
   • Proper appeal procedures were not followed; or
   • Unfounded, arbitrary, or irrelevant assumptions of fact regarding the appellant’s performance were made by the Appeals Committee. Appellant must also identify the specific aspects of the Committee decision that he or she believes meet the criteria cited as a basis for appeal.

The Dean of the Dean’s designee may meet with the appellant to discuss the request for review.

   a. Copies of the information submitted to the Appeals Committee and the Appeals Committee decision shall be provided to the Dean or the Dean’s designee for review. Only facts and information presented to the Appeals Committee may be introduced to and considered by the Dean or the Dean’s designee.

   b. The burden of proof shall be on the student to demonstrate by a preponderance of the evidence that the Appeals Committee’s decision was the result of one or more of the above bases for appeal.

   c. The Dean or the Dean’s designee shall notify Appellant and the Appeals Committee in writing within 30 working days of receipt of the request for review of the Appeals Committee decision or the appellant’s meeting with the Dean’s or Dean’s designee, whichever is later, stating the action on the appeal and the grounds for the action taken.

   d. The decision by the Dean or the Dean’s designee on review is final.

   e. Graduate students may seek Graduate School Procedural Review of the decision by the Dean or the Dean’s designee.

4. If the appeal is granted, the Appeals Committee will discuss with the Appellant any stipulations (binding) and recommendations (non-binding) for continuation in the program.

Section Two: Grievances

Informal Resolution

Any student in the School of Nursing who believes that he or she has been treated inequitably is encouraged to resolve the matter informally. The student should first talk with the person or group at whom the grievance is directed in an attempt to resolve the issue informally. The student may contact the Associate Dean for Academic Affairs for assistance in resolving the matter informally. The student may also contact the following groups for assistance in reaching an informal resolution and/or information regarding other possible formal procedures to resolve the matter.

1. Contact the UW-Madison Equity and Diversity Resource Center for information and assistance regarding discrimination or disability issues.

2. Contact the Dean of Students for information about resources for addressing student concerns.

School of Nursing Grievance Procedure:

The grievance procedure is available to resolve student concerns regarding inequitable treatment that have not been satisfactorily resolved through the informal resolution process or where the student believes that informal resolution would not be productive. The grievance procedure is described below. Through the grievance process, the student may be accompanied by a support person. The use of this grievance procedure shall not prevent the student from seeking redress through another administrative or legal process.

1. To initiate the formal grievance procedure, the student must submit his or her grievance, in writing, to the Associate Dean for Academic Affairs.

2. The written grievance shall include:

   • a statement that the student wishes a review of the situation by a Grievance Committee;
   • the identification of the person or group at whom the grievance is directed;
   • the specifics of the perceived inequitable treatment;
   • evidence in support of the student’s belief that he or she has been treated inequitably; and
   • the outcome or resolution desired by the student.

3. A grievance must be initiated no later than 20 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance. Initiation of the informal procedure described above within the 20-day period will extend the deadline for initiating the grievance to 40 calendar days from the time the student knew or could reasonably have been expected to have known of the circumstances giving rise to the grievance.

4. Within 30 calendar days after receiving the grievance, the Associate Dean for Academic Affairs shall arrange for a committee meeting. The Committee may request a written response from the person or group.
at whom the grievance is directed, may ask for additional information from any or all parties involved, may request that the parties involved appear before the Committee, and/or may take other steps in attempting to resolve the grievance.

5. Within 60 calendar days after receiving the grievance from the Associate Dean for Academic Affairs, the Committee shall send a written report of the Committee's recommendations to the Associate Dean for Academic Affairs. The student will also receive a copy of the report. The report shall include notice to the student of his or her right to appeal the Committee's recommendation to the Dean of the School of Nursing.

6. A student wishing to appeal the Committee's recommendation to the Dean of the School of Nursing must submit a written appeal to the Dean within 10 calendar days of the date of the Committee's report. The request must state the specific bases for appeal and identify the specific aspects of the Committee's recommendation that he or she believes are the subject of the bases for appeal. Where an appeal is filed with the Dean, a copy of the Committee's report shall be provided to the Dean for review. Only facts presented to the Committee may be introduced to and considered by the Dean. The Dean shall notify the appellant and the Committee in writing within 30 calendar days of receiving the written appeal stating the action on the appeal and the grounds for the action taken.

Section Three: Course Grade Appeals Process
If a student believes s/he has been awarded a grade for a course that does not adequately represent her/his performance in the course, they should speak with the course faculty member in an effort to attempt to resolve the issue informally. This must be done within 10 working days of receipt of the grade. During this informal process both student and faculty may consult with the Associate Dean for Academic Affairs to seek resolution of the issue.

If the student remains dissatisfied with the grade, the student has the option to initiate the formal Grievance procedure. To do this, the student must submit the grievance, in writing, to the Associate Dean for Academic Affairs within 10 working days. The Associate Dean will appoint a committee to hear the grievance. The decision of the committee is final. There is no further appeal.

OTHER
The School of Nursing makes a strong commitment to funding students admitted into the Ph.D. program who are enrolled full-time. Sources of funding include extramural, campus, and internal School of Nursing funding. The majority of funding decisions are made in the Spring for the following academic year. Continuing and newly admitted students are encouraged to apply for funding.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
Career advising, funding, and professional development opportunities are shared with all students by a member of the School of Nursing Academic Affairs staff. Information on these support services can be found on the Student Site (https://students.nursing.wisc.edu/career-advising/career/).

LEARNING OUTCOMES

1. Master in-depth knowledge in a substantive area of nursing.
2. Articulate research problems, potentials, and limits with respect to nursing theory, knowledge, and practice.
3. Formulate new ideas, concepts, designs, and/or techniques based on critical evaluation of knowledge in nursing and other relevant disciplines.
4. Assume leadership in the creation of original research that makes a substantive contribution to health.
5. Demonstrate cultural knowledge and cross-cultural skills in nursing scholarship.
6. Demonstrate breadth in learning experiences through intra- and cross-disciplinary study, and integration of research, teaching, mentoring, and service to the profession.
7. Negotiate and work successfully with interprofessional teams.
8. Develop and disseminate nursing knowledge to meet the health needs of local, national, and global populations.
9. Communicate complex research findings and implications in a clear and understandable manner to lay and professional audiences.
10. Demonstrate knowledge of professional obligations, codes of ethics, and institutional policies and procedures that guide nursing scholarship.
11. Demonstrate the capacity to identify ethical issues, seek guidance from appropriate resources and adhere to ethical principles and professional norms in the resolution of moral dilemmas.

PEOPLE

FACULTY
School of Nursing Faculty Directory (https://nursing.wisc.edu/directory/faculty/)

ADMINISTRATION
Linda D. Scott, PhD, RN, NEA-BC, FAAN
Dean and Professor
ldscott@wisc.edu

Barbara Pinkenstein, DNP, RN-BC, FAAN
Interim Associate Dean for Academic Affairs, Professor
pinkenstein@wisc.edu

Katie Bleier
Assistant Dean for Academic Affairs (Academic Dean)
katie.bleier@wisc.edu
608-263-5172

Pamela McGranahan, DNP, PHNA-BC, PMHNP-BC
DNP Program Director, Clinical Associate Professor
pmcgranahan@wisc.edu (http://guide.wisc.eduMailto:pmcgranahan@wisc.edu)
608-263-5337

Kristine Kwekkeboom, PhD, RN, FAAN
PhD Program Director, Professor
NUTRITIONAL SCIENCES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Clinical Nutrition, M.S. (p. 1446)
- Nutritional Sciences, Doctoral Minor (p. 1450)
- Nutritional Sciences, M.S. (p. 1452)
- Nutritional Sciences, Ph.D. (p. 1457)

PEOPLE

FACULTY

MEMBERS OF THE INTERDEPARTMENTAL GRADUATE PROGRAM IN NUTRITIONAL SCIENCES WITHIN THE DEPARTMENT

Eide, Dave (Department Chair), Professor of Nutritional Sciences; Ph.D., 1987. Nutritional genomics and molecular responses to changes in nutrient status

Eisenstein, Richard, Professor of Nutritional Sciences; Ph.D., 1985. Iron metabolism; posttranscriptional control of proteins required for the uptake, storage, and use of iron

Fan, Jing, Assistant Professor of Nutritional Sciences, Ph.D., 2014. Cancer metabolism; metabolic regulation in dynamic mammalian systems

Groblewski, Guy, Professor of Nutritional Sciences; Ph.D., 1991. Intracellular signal transduction and membrane/ protein trafficking in gastrointestinal epithelial cells

Kuchina, Adam, Assistant Professor of Nutritional Sciences; Ph.D., 2017; Muscle and Protein Metabolism; Understanding how disease affects muscle and protein metabolism and muscle assessment techniques

Lai, Huichuan, Professor of Nutritional Sciences; Ph.D., R.D., 1994. Epidemiological studies linking nutrition and disease outcomes in pediatric populations

Ney, Denise, Professor of Nutritional Sciences; Ph.D., 1986. Nutritional management of phenylketonuria and gastrointestinal physiology

Ntambi, James, Steenbock Professor of Nutritional Sciences (also Biochemistry); Ph.D., 1985. Mechanisms of fat cell differentiation; regulation of gene expression by dietary and hormonal factors

Olson, Beth, Associate Professor. Ph.D. – Nutrition, University of California at Davis. Breastfeeding support and improving infant feeding practices

Parks, Brian, Assistant Professor of Nutritional Sciences, Ph.D., 2008. Systems genetics, Gene-diet interactions, and molecular mechanisms of obesity and diabetes

Sunde, Roger, Professor of Nutritional Sciences; Ph.D., 1980. Selenium deficiency as a model for nutrient regulation of gene expression; molecular mechanism of selenium regulation and homeostasis; biochemical functions of selenium

Tanumihardjo, Sherry, Professor of Nutritional Sciences; Ph.D., 1993. Vitamin A assessment methodology; carotenoid bioavailability; and international nutrition

Yen, Eric, Assistant Professor of Nutritional Sciences; Ph.D. 2000. Intestine, assimilation of dietary fat, and energy balance

MEMBERS OF THE INTERDEPARTMENTAL GRADUATE PROGRAM IN NUTRITIONAL SCIENCES FROM OUTSIDE THE DEPARTMENT:

The department faculty above are also included in the trainers for IGPNS.

Anderson, Rozalyn, Assistant Professor, Ph.D., 2000. Nutrient sensitive regulatory pathways in aging and age-associated disease

Arriola Apelo, Sebastian I, Assistant Professor of Dairy Science; Ph.D., 2013. Mechanistic mathematical models of nutrient metabolism and cellular signaling, with the major goal of maximizing nutrient efficiency for a sustainable dairy industry

Attie, Alan, Professor of Biochemistry; Ph.D., 1980. Cell biology of lipoprotein assembly; genetics of obesity and diabetes

Binkley, Neil, Associate Professor of Medicine, M.D., 1979. Vitamin K insufficiency and osteoporosis

Bolling, Brad, Associate Professor of Food Sciences, Ph.D., 2007. Food chemistry and analysis, dietary phytochemicals, functional foods and prevention of chronic disease.

Carey, Hannah, Professor of Veterinary Medicine; Ph.D., 1983. Gastrointestinal physiology; intestinal adaptation; mammalian
hibernation and its application to biomedicine; cellular and physiological responses to stress

Crenshaw, Thomas, Professor of Animal Science; Ph.D., 1980. Skeletal tissue growth and assessment; statistical approaches to establishment of mineral and amino acid requirements; swine nutrition

Davis, Dawn, Assistant Professor; M.D., Ph.D., 2003. Dissertation: “Changes in pancreatic beta cell gene expression in response to obesity and in the setting of beta cell proliferation”

Denu, John, Professor of Biomolecular Chemistry; Ph.D., 1993. Investigation of the proposed “Histone Code”; understanding the mechanisms of enzymes that reversibly modify proteins and the effects of these modifications on protein function

Engelmann, Corrine, Associate Professor of Population Health Sciences; Ph.D. (2006). Study design and data analysis of genetic, demographic, socioeconomic, behavioral, physiological and environmental factors of complex diseases, including biomarkers and preclinical traits related to Alzheimer’s disease, and also vitamin D deficiency

Engin, Feyza, Assistant Professor of Biomolecular Chemistry; Ph.D., 2007. Investigating the molecular mechanisms of organelle dysfunction and cellular stress responses in the pathogenesis of diabetes

Fenandez, Luis, Professor of Surgery, M.D., 1987. Islet cell transplantation and beta cell biology

Funk, Luke, Assistant Professor of Surgery. 2005 MD, Ph.D., FACS. Bariatric and metabolic surgery, esophageal and gastric disorders, abdominal wall hernias and gall bladder disorders

Galmozzi, Andrea, Assistant Professor; Ph.D., 2010. Trafficking of signaling metabolites.

Goldman, Irwin, Professor of Horticulture; Ph.D. Vegetable breeding and genetics, human health attributes of vegetable crops and breeding of vegetables for culinary quality

Hernandez, Laura, Assistant Professor of Dairy Science; Ph.D., 2008. Regulation of lactation and milk synthesis in relation to the autocrine, paracrine, endocrine and serotonin systems. Regulation of mammary gland calcium transport and maternal calcium homeostasis during lactation

Kanarek, Marty, Professor of Population Health Sciences and Environmental Studies; Ph.D., 1978. Environmental epidemiology; potential population health effects from consumption of fish contaminated with mercury, PCBs, and other chemicals

Karasov, William, Professor of Wildlife Ecology; Ph.D., 1981. Molecular mechanisms of intestinal enzyme adaptation, intestinal absorption, nutritional ecology of wild vertebrates

Kimple, Michelle, Assistant Professor of Medicine; Ph.D., 2003. Pancreatic beta-cell response to nutrient and hormonal stimulation

Kling, Pamela, Associate Professor of Pediatrics; M.D. 1985. Erythropoiesis, iron metabolism and roles of erythropoietin in early development

Knoll, Laura, Associate Professor of Medical Microbiology & Immunology; Ph.D., 1994. Using -omics technology to study host/ pathogen interactions and metabolism of the intracellular parasite Toxoplasma gondii

Kudsk, Kenneth, Professor of Surgery; M.D., 1975. Effect of route and type of nutrition on surgical outcome; mucosal immunity and response to infection

Lamming, Dudley, Assistant Professor of Endocrinology, Diabetes, and Metabolism; Ph.D., 2008. Protein regulation of cellular processes that affect growth, metabolism, and aging

Leone, Vanessa, Assistant Professor of Animal Biologics and Metabolism; Ph.D., 2009. Intersection of diet, gut microbes, circadian rhythms, and metabolism using preclinical models.

Mares, Julie, Professor of Ophthalmology; Ph.D., 1987. Epidemiological study of relationships between diet and age-related eye disease

Malecki, Kristen, Assistant Professor of Population Health Sciences, Ph.D. 2005. Epidemiological study of relationships between environment and health; system-science approaches to addressing health disparities, translational community base environmental health research

Merrins, Matthew, Assistant Professor of Medicine; Ph.D., 2008. Ability of pancreatic islet beta cells to trigger cell proliferation and release of insulin during periods of increased insulin demands


Reed, Jess, Professor of Animal Sciences; Ph.D. 1983. Flavonoids and other phytochemicals in animal and human health and nutrition

Reeder, Scott, Professor. M.D., Ph.D. Abdominal adiposity, liver fat, liver iron overload and other features of diffuse liver disease, quantification of perfusion in liver tumors, hemodynamics of portal hypertension, and the use of new contrast agents in liver and biliary diseases

Rey, Federico, Associate Professor of Bacteriology; Ph.D. 2006. Understand how variations in the gut microbiome modulate the effects of diet and host’s susceptibility to cardiometabolic disease

Schrage, William, Professor of Kinesiology; Ph.D., 2001 (Physiology). Human cardiovascular studies focused primarily on regulation of skeletal muscle or cerebral blood flow in response to exercise or environmental stress, and how obesity and insulin resistance alter this regulation.

Simcox, Judith, Assistant Professor of Biochemistry; Ph.D., 2014. Transcriptional Regulation of Nutrient Responsive Pathways in Thermogenesis

Simon, Philipp, Professor of Horticulture; Ph.D., 1977. Biochemical genetics and breeding of carrots, alliums, and cucumber; genetic improvement of vegetable culinary and nutritional value

Trentham-Dietz, Amy, Professor of Cancer Epidemiology. Ph.D. 1997. Modifiable lifestyle factors including obesity, physical activity, and environmental factors to better understand breast cancer etiology and reveal avenues for prevention

Van Pijkeren, Jan Peter, Assistant Professor of Food Science, Ph.D., Diet-Microbe-Phage interactions in the gut ecosystem.
Westmark, Cara, Assistant Professor of Neurology. Ph.D. Alzheimer’s disease and fragile X syndrome focuses on the synaptic function of amyloid beta protein precursor (APP) and amyloid-beta

White, Heather, Assistant Professor of Dairy Science; Ph.D. 2010. Nutritional Physiology – Focus on hepatic carbon flux specifically during the coordinated responses to the transition to lactation, nutrition, and stress in dairy cattle and during onset and progression of NAFLD and NASH in humans

SUPPORT STAFF
Graduate Coordinator: Katie Butzen MS.Ed., kbutzen@wisc.edu

CLINICAL NUTRITION, M.S.

The Healthcare System is Changing Rapidly
Health professions have increased educational standards beyond the bachelor’s degree; in fact, the Commission on Dietetic Registration has increased the requirements to be eligible to take the Registration Exam for Dietitians to the completion of a master’s degree beginning in 2024. To remain competitive in the field and obtain the advanced competencies and skills needed in the job market, completion of a master’s degree is becoming essential.

Curriculum Overview
The M.S. in Clinical Nutrition is focused on core nutrition, clinical nutrition, professional skills, and electives. This is advanced learning at its best, and is ideal for people with a strong background in clinical nutrition, confidence working at the graduate level, and a commitment to become leaders in clinical nutrition and dietetics. The curriculum is designed to prepare students to translate research; recognize and formulate responses to evolving developments in clinical nutrition practice, policy, and research; and lead and manage professional teams to design nutrition-related services.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Fall Deadline</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td></td>
<td>February 15*</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td></td>
<td>November 1*</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td></td>
<td>March 1*</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
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<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
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<td>n/a</td>
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<tr>
<td>Letters of Recommendation</td>
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<td>3</td>
</tr>
<tr>
<td>Required</td>
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</tbody>
</table>

• This is the priority deadline. Applications will be accepted on a rolling basis.

GENERAL ADMISSION REQUIREMENTS
All applicants must:

• Have a bachelor’s degree from an accredited college or university or its equivalent and a minimum grade point average of 3.00 on a 4.00 scale
• Have completed the following prerequisite courses:
  • General chemistry
  • Organic chemistry
  • Biological sciences
  • Physiology
  • Biochemistry
  • Statistics
  • Human nutrition
  • Clinical Nutrition

APPLICATION PROCESS
To ensure full consideration for admission into the Master of Science in Clinical Nutrition, it is strongly recommended that applications be completed by:

• Fall semester: February 15
• Spring semester: November 1
• Summer semester: March 1

Applications received after their respective priority deadlines will be considered as space permits. Review of applications for admissions are reviewed immediately after respective deadlines, applicants can usually expect to be notified a month after deadlines.

Steps to apply are listed below:


The electronic application includes:

a. Reasons for Graduate Study. Please include a brief statement about your professional goals, and reasons for applying.

b. Letters of Recommendation. Three letters of recommendation are required. All letters of recommendation are submitted electronically through the admission application.

c. TOEFL scores, if necessary.

d. Unofficial transcript, submitted electronically.

2. Be sure to closely follow the Steps to Apply for Graduate School (https://grad.wisc.edu/admissions/process/) and watch your application status page through MyUW (http://my.wisc.edu/) for missing checklist items or additional information.

For any questions or if you need additional information please go over the Graduate Admissions FAQ (https://grad.wisc.edu/admissions/faq/).
or send an email to the graduate program coordinator: Katie Butzen, kbutzen@wisc.edu.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students enrolled in these programs are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Our program does offer scholarship opportunities.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
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</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum</th>
<th>30 credits</th>
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</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>16 credits</td>
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</table>

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum</th>
<th>15 credits</th>
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<tbody>
<tr>
<td>Graduation Coursework</td>
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</table>

<table>
<thead>
<tr>
<th>Requirement</th>
<th>3.00 GPA required.</th>
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<tbody>
<tr>
<td>Graduate GPA</td>
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</table>

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Students must earn a B or above in all core curriculum coursework.</th>
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<tbody>
<tr>
<td>Assessments and Examinations</td>
<td>No formal examination is required.</td>
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</table>

<table>
<thead>
<tr>
<th>Requirement</th>
<th>No language requirements.</th>
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<tbody>
<tr>
<td>Language</td>
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**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NUTR SCI 653</td>
<td>Clinical Nutrition Research</td>
<td>3</td>
</tr>
<tr>
<td>NUTR SCI 710</td>
<td>Human Energy Metabolism</td>
<td>2</td>
</tr>
<tr>
<td>NUTR SCI 715</td>
<td>Micronutrients: Human Physiology and Disease</td>
<td>3</td>
</tr>
<tr>
<td>NUTR SCI 720</td>
<td>Advanced Nutrition Assessment</td>
<td>1</td>
</tr>
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</table>

**Clinical Nutrition Courses**

9-18

Select from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>NUTR SCI 650</td>
<td>Advanced Clinical Nutrition: Critical Care and Nutrition Support</td>
<td></td>
</tr>
<tr>
<td>NUTR SCI 651</td>
<td>Advanced Clinical Nutrition - Pediatrics</td>
<td></td>
</tr>
<tr>
<td>NUTR SCI 652</td>
<td>Advanced Nutrition Counseling and Education</td>
<td></td>
</tr>
<tr>
<td>NUTR SCI 711</td>
<td>Personalized Nutrition: Genetics, Genomics, and Metagenomics</td>
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<tr>
<td>NUTR SCI 721</td>
<td>Nutrition Informatics</td>
<td></td>
</tr>
<tr>
<td>NUTR SCI 725</td>
<td>Advanced Community Nutrition</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
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<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NUTR SCI 875</td>
<td>Special Topics (Topics: Nutrition and Aging, Nutraceuticals for Health Professionals, Nutritional Management of Gastrointestinal Disorders, or Sport Nutrition)</td>
<td></td>
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</table>

**Professional Skills**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>E P D 701</td>
<td>Writing for Professionals</td>
<td></td>
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<tr>
<td>E P D 702</td>
<td>Professional Presentations</td>
<td></td>
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<tr>
<td>E P D 704</td>
<td>Organizational Communication and Problem Solving</td>
<td></td>
</tr>
<tr>
<td>E P D 712</td>
<td>Ethics for Professionals</td>
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</tbody>
</table>

**Electives**

0-9
No elective credits are required, but if students are interested a maximum of 9 credits may be taken. See list below for options.

| Total Credits | 30 |

**Optional Electives**

<table>
<thead>
<tr>
<th>Code</th>
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<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>NUTR SCI 699</td>
<td>Special Problems</td>
<td>1-3</td>
</tr>
<tr>
<td>NURSING/PHM PRAC/SOC WORK 746</td>
<td>Interdisciplinary Care of Children with Special Health Care Needs</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 702</td>
<td>Health Promotion and Disease Prevention in Diverse Communities</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 772</td>
<td>Leadership and Organizational Decision-Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>LSC 560</td>
<td>Scientific Writing</td>
<td>3</td>
</tr>
<tr>
<td>LSC 432</td>
<td>Social Media for the Life Sciences</td>
<td>3</td>
</tr>
<tr>
<td>NUTR SCI 670</td>
<td>Nutrition and Dietetics Practicum I</td>
<td>3</td>
</tr>
<tr>
<td>NUTR SCI 671</td>
<td>Nutrition and Dietetics Practicum II</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 795</td>
<td>Principles of Population Health Sciences</td>
<td>1-3</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
</tbody>
</table>

1 Only available to UWHC Dietetic Interns.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

With program approval and payment of the difference in tuition (between Special and graduate tuition), students are allowed to count no more than 14 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**ADVISOR / COMMITTEE**

All students are required to conduct a yearly meeting with their advisor.

Failure to do so will result in a hold being placed on the student’s registration. The meeting may be held via telephone, web-conferencing, or in person.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence.

Students may count the coursework completed before their absence for meeting graduate degree credit requirements; the Graduate School will not count that work toward the Graduate School’s minimum residence credit minimum.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
Students enrolled in these programs are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in these programs cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

PROFESSIONAL DEVELOPMENT
GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pdf/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Articulating and integrating specialized knowledge in the field of advanced clinical nutrition - including energy metabolism, micronutrient requirements, and nutrigenomics needed to meet the challenges of future careers and opportunities.
2. Articulating and demonstrating advanced skills in nutritional assessment and nutritional care of patients with complicated disorders/diseases in a clinical or community setting.

3. Demonstrating advanced skills in nutrition counseling and education needed to precipitate behavior and cognitive change.

4. Formulating systems to gather, analyze and interpret data from a practice setting to develop appropriate protocols and care plans using the nutritional care process.

5. Formulate problem statements and writing research proposals using appropriate study design.

6. Demonstrating an ability to understand, interpret, evaluate, and design clinical nutrition research.

7. Demonstrating high level problem-solving, critical thinking, and use of informatics required in advanced clinical nutrition practice.

8. Demonstrating advanced professional skills in communication, information and project management, leadership, and ethics.

**PEOPLE**

**Faculty**

Dave Eide (Department Chair), PhD 1987

**Program Manager**

Makayla Schuchardt, MS, RDN, CNSC mluschuchardt@wisc.edu

**Graduate Coordinator**

Katie Butzen, MS, kbutezen@wisc.edu

**Faculty Associate**

Michelle Johnson, MS, RD

Nathan Johnson, PhD

Tara LaRowe, PhD, RDN

Amber Haroldson, PhD, RDN

Taiya Bach, MPH, RDN

**NUTRITIONAL SCIENCES, DOCTORAL MINOR**

The doctoral minor in nutritional sciences aims to articulate, critique, and elaborate the theories, research methods, and approaches to inquiry in nutritional sciences. Specific knowledge areas of focus include intermediary metabolism, functions and metabolism of vitamins and minerals, nutrition-related diseases such as obesity and diabetes, and fundamental principles of epidemiology and nutrition policy.

Those completing the doctoral minor in nutritional sciences are expected to identify sources and assemble evidence pertaining to questions or challenges in nutritional sciences, recognize the most appropriate methodologies and practices, evaluate or synthesize information pertaining to questions or challenges in nutritional sciences, communicate clearly in ways appropriate to the field of nutritional sciences, and recognize and apply principles of ethical professional conduct.

**REQUIREMENTS**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUTR SCI/BIOCHEM 510</td>
<td>Nutritional Biochemistry and Metabolism</td>
<td>3</td>
</tr>
<tr>
<td>NUTR SCI/BIOCHEM 619</td>
<td>Advanced Nutrition: Intermediary Metabolism of Macronutrients</td>
<td>3</td>
</tr>
<tr>
<td>Choose three of the following:</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>NUTR SCI/POP HLTH 621</td>
<td>Introduction to Nutritional Epidemiology</td>
<td></td>
</tr>
<tr>
<td>NUTR SCI 623</td>
<td>Advanced Nutrition: Minerals</td>
<td></td>
</tr>
<tr>
<td>NUTR SCI 625</td>
<td>Advanced Nutrition: Obesity and Diabetes</td>
<td></td>
</tr>
<tr>
<td>NUTR SCI/AN SCI 626</td>
<td>Experimental Diet Design</td>
<td></td>
</tr>
<tr>
<td>NUTR SCI 627</td>
<td>Advanced Nutrition: Vitamins</td>
<td></td>
</tr>
<tr>
<td>NUTR SCI 881</td>
<td>Seminar-Tops in Human and Clinical Nutrition (presentation required)</td>
<td></td>
</tr>
<tr>
<td>or NUTR SCI/BIOCHEM 901</td>
<td>Seminar-Nutrition and Metabolism (Advanced)</td>
<td></td>
</tr>
</tbody>
</table>

Appropriate NUTR SCI 875 Special Topics courses can be used to substitute for any of the 1-credit courses above with prior approval of the graduate program coordinator.

**PEOPLE**

**MEMBERS OF THE INTERDEPARTMENTAL GRADUATE PROGRAM IN NUTRITIONAL SCIENCES WITHIN THE DEPARTMENT**

Eide, Dave (Department Chair), Professor of Nutritional Sciences; Ph.D., 1987. Nutritional genomics and molecular responses to changes in nutrient status

Eisenstein, Richard, Professor of Nutritional Sciences; Ph.D., 1985. Iron metabolism; posttranscriptional control of proteins required for the uptake, storage, and use of iron

Fan, Jing, Assistant Professor of Nutritional Sciences, Ph.D., 2014. Cancer metabolism; metabolic regulation in dynamic mammalian systems

Groblewski, Guy, Professor of Nutritional Sciences; Ph.D., 1991. Intracellular signal transduction and membrane protein trafficking in gastrointestinal epithelial cells

Kuchina, Adam, Assistant Professor of Nutritional Sciences; Ph.D., 2017. Muscle and Protein Metabolism; Understanding how disease affects muscle and protein metabolism and muscle assessment techniques

Lai, Huichuan, Professor of Nutritional Sciences; Ph.D., R.D., 1994. Epidemiological studies linking nutrition and disease outcomes in pediatric populations
Ney, Denise, Professor of Nutritional Sciences; Ph.D., 1986. Nutritional management of phenylketonuria and gastrointestinal physiology

Ntambi, James, Steenbock Professor of Nutritional Sciences (also Biochemistry); Ph.D., 1985. Mechanisms of fat cell differentiation; regulation of gene expression by dietary and hormonal factors

Olson, Beth, Associate Professor. Ph.D. – Nutrition, University of California at Davis. Breastfeeding support and improving infant feeding practices

Parks, Brian, Assistant Professor of Nutritional Sciences, Ph.D., 2008. Systems genetics, Gene-diet interactions, and molecular mechanisms of obesity and diabetes

Sunde, Roger, Professor of Nutritional Sciences; Ph.D., 1980. Selenium deficiency as a model for nutrient regulation of gene expression; molecular mechanism of selenium regulation and homeostasis; biochemical functions of selenium

Tanumihardjo, Sherry, Professor of Nutritional Sciences; Ph.D., 1993. Vitamin A assessment methodology; carotenoid bioavailability; and international nutrition

Yen, Eric, Assistant Professor of Nutritional Sciences; Ph.D. 2000. Intestine, assimilation of dietary fat, and energy balance

MEMBERS OF THE INTERDEPARTMENTAL GRADUATE PROGRAM IN NUTRITIONAL SCIENCES FROM OUTSIDE THE DEPARTMENT:

The department faculty above are also included in the trainers for IGPNS.

Anderson, Rozalyn, Assistant Professor, Ph.D., 2000. Nutrient sensitive regulatory pathways in aging and age-associated disease

Arriola Apelo, Sebastian I, Assistant Professor of Dairy Science, Ph.D., 2013. Mechanistic mathematical models of nutrient metabolism and cellular signaling, with the major goal of maximizing nutrient efficiency for a sustainable dairy industry

Attie, Alan, Professor of Biochemistry; Ph.D., 1980. Cell biology of lipoprotein assembly; genetics of obesity and diabetes

Binkley, Neil, Associate Professor of Medicine, M.D., 1979. Vitamin K insufficiency and osteoporosis

Bolling, Brad, Associate Professor of Food Sciences, Ph.D., 2007, Food chemistry and analysis, dietary phytochemicals, functional foods and prevention of chronic disease.

Carey, Hannah, Professor of Veterinary Medicine; Ph.D., 1983. Gastrointestinal physiology; intestinal adaptation; mammalian hibernation and its application to biomedicine; cellular and physiological responses to stress

Crenshaw, Thomas, Professor of Animal Science; Ph.D., 1980. Skeletal tissue growth and assessment; statistical approaches to establishment of mineral and amino acid requirements; swine nutrition

Davis, Dawn, Assistant Professor; M.D., Ph.D., 2003. Dissertation: "Changes in pancreatic beta cell gene expression in response to obesity and in the setting of beta cell proliferation"

Denu, John, Professor of Biomolecular Chemistry; Ph.D., 1993. Investigation of the proposed "Histone Code"; understanding the mechanisms of enzymes that reversibly modify proteins and the effects of these modifications on protein function

Engelmann, Corinne, Associate Professor of Population Health Sciences; Ph.D. (2006). Study design and data analysis of genetic, demographic, socioeconomic, behavioral, physiological and environmental factors of complex diseases, including biomarkers and preclinical traits related to Alzheimer’s disease, and also vitamin D deficiency

Engin, Feyza, Assistant Professor of Biomolecular Chemistry; Ph.D., 2007. Investigating the molecular mechanisms of organelle dysfunction and cellular stress responses in the pathogenesis of diabetes

Fenandez, Luis, Professor of Surgery, M.D., 1987. Islet cell transplantation and beta cell biology

Funk, Luke, Assistant Professor of Surgery. 2005 MD, Ph.D., FACS. Bariatric and metabolic surgery, esophageal and gastric disorders, abdominal wall hernias and gall bladder disorders

Galmozzi, Andrea, Assistant Professor; Ph.D., 2010. Trafficking of signaling metabolites.

Goldman, Irwin, Professor of Horticulture; Ph.D. Vegetable breeding and genetics, human health attributes of vegetable crops and breeding of vegetables for culinary quality

Hernandez, Laura, Assistant Professor of Dairy Science; Ph.D., 2008. Regulation of lactation and milk synthesis in relation to the autocrine, paracrine, endocrine and serotonin systems. Regulation of mammary gland calcium transport and maternal calcium homeostasis during lactation

Kanarek, Marty, Professor of Population Health Sciences and Environmental Studies; Ph.D., 1978. Environmental epidemiology; potential population health effects from consumption of fish contaminated with mercury, PCBs, and other chemicals

Karavos, William, Professor of Wildlife Ecology; Ph.D., 1981. Molecular mechanisms of intestinal enzyme adaptation, intestinal absorption, nutritional ecology of wild vertebrates

Kimple, Michelle, Assistant Professor of Medicine; Ph.D., 2003. Pancreatic beta-cell response to nutrient and hormonal stimulation

Kling, Pamela, Associate Professor of Pediatrics; M.D. 1985. Erythropoiesis, iron metabolism and roles of erythropoietin in early development

Knoll, Laura, Associate Professor of Medical Microbiology & Immunology; Ph.D., 1994. Using -omics technology to study host/ pathogen interactions and metabolism of the intracellular parasite Toxoplasma gondii

Kudsk, Kenneth, Professor of Surgery; M.D., 1975. Effect of route and type of nutrition on surgical outcome; mucosal immunity and response to infection

Lamming, Dudley, Assistant Professor of Endocrinology, Diabetes, and Metabolism; Ph.D., 2008. Protein regulation of cellular processes that affect growth, metabolism, and aging

Leone, Vanessa, Assistant Professor of Animal Biologics and Metabolism; Ph.D., 2009. Intersection of diet, gut microbes, circadian rhythms, and metabolism using preclinical models.
Mares, Julie, Professor of Ophthalmology; Ph.D., 1987. Epidemiological study of relationships between diet and age-related eye disease

Malecki, Kristen, Assistant Professor of Population Health Sciences, Ph.D. 2005. Epidemiological study of relationships between environment and health; system-science approaches to addressing health disparities, translational community base environmental health research

Merrins, Matthew, Assistant Professor of Medicine; Ph.D., 2008. Ability of pancreatic islet beta cells to trigger cell proliferation and release of insulin during periods of increased insulin demand


Reed, Jess, Professor of Animal Sciences; Ph.D. 1983. Flavonoids and other phytochemicals in animal and human health and nutrition

Reeder, Scott, Professor. M.D., Ph.D. Abdominal adiposity, liver fat, liver iron overload and other features of diffuse liver disease, quantification of perfusion in liver tumors, hemodynamics of portal hypertension, and the use of new contrast agents in liver and biliary diseases

Rey, Federico, Associate Professor of Bacteriology; Ph.D. 2006. Understand how variations in the gut microbiome modulate the effects of diet and host’s susceptibility to cardiometabolic disease

Schrage, William, Professor of Kinesiology, Ph.D., 2001 (Physiology). Human cardiovascular studies focused primarily on regulation of skeletal muscle or cerebral blood flow in response to exercise or environmental stress, and how obesity and insulin resistance alter this regulation.

Simcox, Judith, Assistant Professor of Biochemistry; Ph.D., 2014. Transcriptional Regulation of Nutrient Responsive Pathways in Thermogenesis

Simon, Philipp, Professor of Horticulture; Ph.D., 1977. Biochemical genetics and breeding of carrots, alliums, and cucumber; genetic improvement of vegetable culinary and nutritional value

Trentham-Dietz, Amy, Professor of Cancer Epidemiology. Ph.D. 1997. Modifiable lifestyle factors including obesity, physical activity, and environmental factors to better understand breast cancer etiology and reveal avenues for prevention

Van Pijkeren, Jan Peter, Assistant Professor of Food Science, Ph.D., Diet-Microbe-Phage interactions in the gut ecosystem.

Westmark, Cara, Assistant Professor of Neurology. Ph.D. Alzheimer’s disease and fragile X syndrome focuses on the synaptic function of amyloid beta protein precursor (APP) and amyloid-beta

White, Heather, Assistant Professor of Dairy Science; Ph.D. 2010. Nutritional Physiology – Focus on hepatic carbon flux specifically during the coordinated responses to the transition to lactation, nutrition, and stress in dairy cattle and during onset and progression of NAFLD and NASH in humans

SUPPORT STAFF
Graduate Coordinator: Katie Butzen MS.Ed., kbutzen@wisc.edu

NUTRITIONAL SCIENCES, M.S.

Modern nutrition is a multidisciplinary, integrative science, and the Interdepartmental Graduate Program in Nutritional Sciences (IGPNS) has been developed to meet this diversity in approach and objective. It is the program’s goal to provide graduate students interested in nutrition with an opportunity to obtain specialized training in a specific research area and also to obtain a general background in the science and practice of nutrition. The program is sufficiently flexible to allow students with a wide variety of undergraduate degrees to meet the background prerequisites. The program draws on the strengths of faculty in a number of the university’s colleges and academic departments to enhance the instructional and research experience.

The training objectives of the IGPNS are to provide students with an understanding of basic nutritional principles as they apply to both humans and animals, to provide them with current knowledge in a specific area of emphasis, to make them aware of the integrative and multidisciplinary nature of nutrition research, and to direct them toward a successful career through the thesis and publications.

The graduate faculty have well-developed, competitively funded research programs and have been recognized for their activities by receiving national awards. They are active in national and international nutrition activities, and serve on editorial boards, as society officers, and as participants in numerous workshops and on advisory committees.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 1*</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>January 1*</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>
Students are only directly admitted to the MS program if they have a mentor pre-arranged. Contact the program with questions.

Candidates for graduate study in nutritional sciences should have a strong background in mathematics, chemistry, biological sciences, medical sciences, or social sciences.

Specific prerequisites for the graduate program include the following:

- 2 semesters of General Chemistry
- 2 semesters of Biological Sciences
- 1 semester of Organic Chemistry
- Biochemistry with an Organic Chemistry prerequisite
- 1 semester of Statistics or Calculus
- 1 semester of Physiology

Students who have not completed all the requirements may be admitted, but deficiencies should be made up during the first year of graduate study.

All applicants must have a minimum grade point average of at least 3.0 (on a 4.0 scale), as well as three references, and a personal statement. Acceptance requires approval by the Department of Nutritional Sciences and the Graduate School.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Assistantships and fellowships are available to support students. Information about financial assistance may be obtained from the department office.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Students must complete either a research-based thesis or literature-based report that passes scholarly review.</td>
</tr>
<tr>
<td>Language No language requirements.</td>
<td></td>
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</table>

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUTR SCI/ BIOCHEM 619</td>
<td>Advanced Nutrition: Intermediary Metabolism of Macronutrients</td>
<td>3</td>
</tr>
<tr>
<td>NUTR SCI/ POP HLTH 621</td>
<td>Introduction to Nutritional Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 623</td>
<td>Advanced Nutrition: Minerals</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 625</td>
<td>Advanced Nutrition: Obesity and Diabetes</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI/ AN SCI 626</td>
<td>Experimental Diet Design</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 627</td>
<td>Advanced Nutrition: Vitamins</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 600</td>
<td>Introductory Seminar in Nutrition</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 931</td>
<td>Seminar-Nutrition</td>
<td>1</td>
</tr>
</tbody>
</table>
NUTR SCI 799  Practicum in Nutritional Sciences Teaching (or equivalent experience)  1-3

Research
NUTR SCI 991  Research Nutrition  1  1-12

Electives
Students select 6 credits of electives from the following or from other courses in consultation with their advisor:

STAT/F&W ECOL/ HORT 571  Statistical Methods for Bioscience I
STAT/F&W ECOL/ HORT 572  Statistical Methods for Bioscience II
BMOLCHEM 504  Human Biochemistry Laboratory
BIOCHEM 601  Protein and Enzyme Structure and Function
BIOCHEM/ GENETICS/ MICROBIO 612  Prokaryotic Molecular Biology
BIOCHEM/ GENETICS/ MD GENET 620  Eukaryotic Molecular Biology
BIOCHEM 624  Mechanisms of Enzyme Action
BIOCHEM 625  Mechanisms of Action of Vitamins and Minerals
BIOCHEM/ PHMCOL-M/ ZOOLOGY 630  Cellular Signal Transduction Mechanisms
BIOCHEM/ CHEM 665  Biophysical Chemistry
BIOCHEM/ GENETICS 703  Topics in Eukaryotic Regulation
BIOCHEM 801  Biochemical Applications of Nuclear Magnetic Resonance
NUTR SCI 731  Research in Progress Seminar

Total Credits  30

1 After enrolling in other coursework, students enroll in enough credits of NUTR SCI 991 to reach a total of 12 credits per fall and spring semesters.

Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With approval of the certification committee, students may count up to 7 credits from a UW–Madison undergraduate degree, numbered 400 and above, toward the M.S. degree, provided that the course satisfies a requirement within the student’s core curriculum or IGPNS emphasis group. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special
With approval of the certification committee, students are allowed to count no more than 14 credits of coursework taken as a UW–Madison Special student, provided the course satisfies a requirement within the student’s core curriculum or IGPNS emphasis group and is numbered 300 or above. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION
The IGPNS requires a cumulative 3.0 GPA for all courses taken in the UW Graduate School. Grades in research (Nutri Sci 991) are not included in the calculation of the GPA. A student who does not maintain a 3.0 GPA can continue on probationary status for two semesters at the recommendation of the major professor. If, at that time, the student does not achieve a cumulative 3.0 GPA, they will be dropped from the program.

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor and a committee. Master degree committees consist of at least three members. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor and committee on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
12 credits: Fall and Spring semesters
2 credits: Per eight-week summer session

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:
• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departamental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.
4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
LEARNING OUTCOMES

1. Articulates, critiques, and elaborates the theories, research methods, and approaches to inquiry in nutritional sciences. Specific knowledge areas of focus include intermediary metabolism, functions and metabolism of vitamins and minerals, nutrition-related diseases such as obesity and diabetes, and fundamental principles of epidemiology and nutrition policy.

2. Identifies sources and assembles evidence pertaining to questions or challenges in nutritional sciences.

3. Selects and/or utilizes the most appropriate methodologies and practices.

4. Evaluates or synthesizes information pertaining to questions or challenges in nutritional sciences.

5. Communicates clearly in ways appropriate to the field of nutritional science. This includes the composition of primary research and review articles. Demonstrates competent communication in the form of oral and poster presentations.

6. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

FACULTY

MEMBERS OF THE INTERDEPARTMENTAL GRADUATE PROGRAM IN NUTRITIONAL SCIENCES WITHIN THE DEPARTMENT

Eide, Dave (Department Chair), Professor of Nutritional Sciences; Ph.D., 1987. Nutritional genomics and molecular responses to changes in nutrient status

Eisenstein, Richard, Professor of Nutritional Sciences; Ph.D., 1985. Iron metabolism; postranscriptional control of proteins required for the uptake, storage, and use of iron

Fan, Jing, Assistant Professor of Nutritional Sciences, Ph.D., 2014. Cancer metabolism; metabolic regulation in dynamic mammalian systems

Groblewski, Guy, Professor of Nutritional Sciences; Ph.D., 1991. Intracellular signal transduction and membrane/protein trafficking in gastrointestinal epithelial cells

Kuchina, Adam, Assistant Professor of Nutritional Sciences; Ph.D., 2017. Muscle and Protein Metabolism; Understanding how disease affects muscle and protein metabolism and muscle assessment techniques

Lai, Huichuan, Professor of Nutritional Sciences; Ph.D., R.D., 1994. Epidemiological studies linking nutrition and disease outcomes in pediatric populations

Ney, Denise, Professor of Nutritional Sciences; Ph.D., 1986. Nutritional management of phenylketonuria and gastrointestinal physiology

Ntambi, James, Steenbock Professor of Nutritional Sciences (also Biochemistry); Ph.D., 1985. Mechanisms of fat cell differentiation; regulation of gene expression by dietary and hormonal factors

Olson, Beth, Associate Professor. Ph.D. – Nutrition, University of California at Davis. Breastfeeding support and improving infant feeding practices

Parks, Brian, Assistant Professor of Nutritional Sciences, Ph.D., 2008. Systems genetics, Gene-diet interactions, and molecular mechanisms of obesity and diabetes

Sunde, Roger, Professor of Nutritional Sciences; Ph.D., 1980. Selenium deficiency as a model for nutrient regulation of gene expression; molecular mechanism of selenium regulation and homeostasis; biochemical functions of selenium

Tanumihardjo, Sherry, Professor of Nutritional Sciences; Ph.D., 1993. Vitamin A assessment methodology; carotenoid bioavailability; and international nutrition

Yen, Eric, Assistant Professor of Nutritional Sciences; Ph.D. 2000. Intestine, assimilation of dietary fat, and energy balance

MEMBERS OF THE INTERDEPARTMENTAL GRADUATE PROGRAM IN NUTRITIONAL SCIENCES FROM OUTSIDE THE DEPARTMENT:

The department faculty above are also included in the trainers for IGPNS.

Anderson, Rozalyn, Assistant Professor, Ph.D., 2000. Nutrient sensitive regulatory pathways in aging and age-associated disease

Arriola Apelo, Sebastian I, Assistant Professor of Dairy Science; Ph.D., 2013. Mechanistic mathematical models of nutrient metabolism and cellular signaling, with the major goal of maximizing nutrient efficiency for a sustainable dairy industry

Attie, Alan, Professor of Biochemistry; Ph.D., 1980. Cell biology of lipoprotein assembly; genetics of obesity and diabetes

Binkley, Neil, Associate Professor of Medicine, M.D., 1979. Vitamin K insufficiency and osteoporosis

Bolling, Brad, Associate Professor of Food Sciences, Ph.D., 2007, Food chemistry and analysis, dietary phytochemicals, functional foods and prevention of chronic disease

Carey, Hannah, Professor of Veterinary Medicine; Ph.D., 1983. Gastrointestinal physiology; intestinal adaptation; mammalian hibernation and its application to biomedicine; cellular and physiological responses to stress

Crenshaw, Thomas, Professor of Animal Science; Ph.D., 1980. Skeletal tissue growth and assessment; statistical approaches to establishment of mineral and amino acid requirements; swine nutrition

Davis, Dawn, Assistant Professor; M.D., Ph.D., 2003. Dissertation: “Changes in pancreatic beta cell gene expression in response to obesity and in the setting of beta cell proliferation”

Denu, John, Professor of Biomolecular Chemistry; Ph.D., 1993. Investigation of the proposed “Histone Code”; understanding the mechanisms of enzymes that reversibly modify proteins and the effects of these modifications on protein function

Engelmann, Corinne, Associate Professor of Population Health Sciences; Ph.D. (2006). Study design and data analysis of genetic, demographic, socioeconomic, behavioral, physiological and environmental factors of
complex diseases, including biomarkers and preclinical traits related to Alzheimer's disease, and also vitamin D deficiency

Engin, Feyza, Assistant Professor of Biomolecular Chemistry; Ph.D., 2007. Investigating the molecular mechanisms of organelle dysfunction and cellular stress responses in the pathogenesis of diabetes

Fenandez, Luis, Professor of Surgery, M.D., 1987. Islet cell transplantation and beta cell biology

Funk, Luke, Assistant Professor of Surgery. 2005 MD, Ph.D., FACS. Bariatric and metabolic surgery, esophageal and gastric disorders, abdominal wall hernias and gall bladder disorders

Galmozzi, Andrea, Assistant Professor; Ph.D., 2010. Trafficking of signaling metabolites.

Goldman, Irwin, Professor of Horticulture; Ph.D. Vegetable breeding and genetics, human health attributes of vegetable crops and breeding of vegetables for culinary quality

Hernandez, Laura, Assistant Professor of Dairy Science; Ph.D., 2008. Regulation of lactation and milk synthesis in relation to the autocrine, paracrine, endocrine and serotonin systems. Regulation of mammary gland calcium transport and maternal calcium homeostasis during lactation

Kanarek, Marty, Professor of Population Health Sciences and Environmental Studies; Ph.D., 1978. Environmental epidemiology; potential population health effects from consumption of fish contaminated with mercury, PCBs, and other chemicals

Karasov, William, Professor of Wildlife Ecology; Ph.D., 1981. Molecular mechanisms of intestinal enzyme adaptation, intestinal absorption, nutritional ecology of wild vertebrates

Kimple, Michelle, Assistant Professor of Medicine; Ph.D., 2003. Pancreatic beta-cell response to nutrient and hormonal stimulation

Kling, Pamela, Associate Professor of Pediatrics; M.D. 1985. Erythropoiesis, iron metabolism and roles of erythropoietin in early development

Knoll, Laura, Associate Professor of Medical Microbiology & Immunology; Ph.D., 1994. Using -omics technology to study host/ pathogen interactions and metabolism of the intracellular parasite Toxoplasma gondii

Kudsk, Kenneth, Professor of Surgery; M.D., 1975. Effect of route and type of nutrition on surgical outcome; mucosal immunity and response to infection

Lamming, Dudley, Assistant Professor of Endocrinology, Diabetes, and Metabolism; Ph.D., 2008. Protein regulation of cellular processes that affect growth, metabolism, and aging

Leone, Vanessa, Assistant Professor of Animal Biologics and Metabolism; Ph.D., 2009. Intersection of diet, gut microbes, circadian rhythms, and metabolism using preclinical models.

Mares, Julie, Professor of Ophthalmology; Ph.D., 1987. Epidemiological study of relationships between diet and age-related eye disease

Malecki, Kristen, Assistant Professor of Population Health Sciences, Ph.D. 2005. Epidemiological study of relationships between environment and health; system-science approaches to addressing health disparities, translational community base environmental health research

Merrins, Matthew, Assistant Professor of Medicine; Ph.D., 2008. Ability of pancreatic islet beta cells to trigger cell proliferation and release of insulin during periods of increased insulin demands


Reed, Jess, Professor of Animal Sciences; Ph.D. 1983. Flavonoids and other phytochemicals in animal and human health and nutrition

Reeder, Scott, Professor. M.D., Ph.D. Abdominal adiposity, liver fat, liver iron overload and other features of diffuse liver disease, quantification of perfusion in liver tumors, hemodynamics of portal hypertension, and the use of new contrast agents in liver and biliary diseases

Rey, Federico, Associate Professor of Bacteriology; Ph.D. 2006. Understand how variations in the gut microbiome modulate the effects of diet and host’s susceptibility to cardiometabolic disease

Schrage, William, Professor of Kinesiology; Ph.D., 2001 (Physiology). Human cardiovascular studies focused primarily on regulation of skeletal muscle or cerebral blood flow in response to exercise or environmental stress, and how obesity and insulin resistance alter this regulation.

Simcox, Judith, Assistant Professor of Biochemistry; Ph.D., 2014. Transcriptional Regulation of Nutrient Responsive Pathways in Thermogenesis

Simon, Philipp, Professor of Horticulture; Ph.D., 1977. Biochemical genetics and breeding of carrots, alliums, and cucumber; genetic improvement of vegetable culinary and nutritional value

Trentham-Dietz, Amy, Professor of Cancer Epidemiology. Ph.D. 1997. Modifiable lifestyle factors including obesity, physical activity, and environmental factors to better understand breast cancer etiology and reveal avenues for prevention

Van Pijkeren, Jan Peter, Assistant Professor of Food Science, Ph.D., Diet-Microbe-Phage interactions in the gut ecosystem.

Westmark, Cara, Assistant Professor of Neurology. Ph.D. Alzheimer's disease and fragile X syndrome focuses on the synaptic function of amyloid beta protein precursor (APP) and amyloid-beta

White, Heather, Assistant Professor of Dairy Science; Ph.D. 2010. Nutritional Physiology – Focus on hepatic carbon flux specifically during the coordinated responses to the transition to lactation, nutrition, and stress in dairy cattle and during onset and progression of NAFLD and NASH in humans

SUPPORT STAFF
Graduate Coordinator: Katie Butzen MS.Ed., kbutzen@wisc.edu

NUTRITIONAL SCIENCES, PH.D.

Modern nutrition is a multidisciplinary, integrative science, and the Interdepartmental Graduate Program in Nutritional Sciences (IGPNS) has been developed to meet this diversity in approach and objective. It is the program's goal to provide graduate students interested in nutrition with an opportunity to obtain specialized training in a specific
research area and also to obtain a general background in the science and practice of nutrition. The program is sufficiently flexible to allow students with a wide variety of undergraduate degrees to meet the background prerequisites. The program draws on the strengths of faculty in a number of the university’s colleges and academic departments to enhance the instructional and research experience.

The training objectives of the IGPNS are to provide students with an understanding of basic nutritional principles as they apply to both humans and animals, to provide them with current knowledge in a specific area of emphasis, to make them aware of the integrative and multidisciplinary nature of nutrition research, and to direct them toward a successful career through the thesis and publications.

The graduate faculty have well-developed, competitively funded research programs and have been nationally recognized for their activities. They are active in national and international nutrition activities, and serve on editorial boards, as society officers, and as participants in numerous workshops and on advisory committees. For a complete listing of faculty members, please see the IGPNS Faculty website. (https://nutrisci.wisc.edu/people/faculty-staff/)

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>January 1*</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* Students are only directly admitted to begin in the Spring term if they have a mentor pre-arranged. Contact the program with questions.

Candidates for graduate study in nutritional sciences should have a strong background in mathematics, chemistry, biological sciences, medical sciences or social sciences.

Specific prerequisites for the graduate program include the following:

- 2 semesters of General Chemistry
- 2 semesters of Biological Sciences
- 1 semester of Organic Chemistry
- Biochemistry with an Organic Chemistry prerequisite
- 1 semester of Calculus or Statistics
- 1 semester of Physiology

Students who have not completed all the requirements may be admitted, but deficiencies should be made up during the first year of graduate study.

All applicants must have a minimum grade point average of at least 3.0 (on a 4.0 scale) as well as three references and a personal statement. Acceptance requires approval by the Department of Nutritional Sciences and the Graduate School.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

IGPNS students receive a full stipend, as well as tuition remission and comprehensive health insurance. The stipends take the form of traineeship, research assistantships, or fellowships and are guaranteed for all IGPNS Ph.D. candidates in good standing. The application for the IGPNS program is also the application for funding. IGPNS will also assist students in competing for UW and/or national funding awards (e.g. NIH, NSF, etc.)

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated:</strong> Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend:</strong> Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Evening/Weekend Courses**

Evening/Weekend courses meet on the UW-Madison campus only in evenings and/or on weekends. They have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Evening courses meet on the UW-Madison campus only in evenings. They have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Weekend courses meet on the UW-Madison campus only on weekends. They have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Hybrid courses meet on the UW-Madison campus both evenings and weekends. They have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>)</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Students must take and pass a preliminary exam and a final defense. Students must take the first exam prior to the end of the fifth semester; summer session does not count as a semester</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements</td>
</tr>
<tr>
<td>Doctoral Minor/ Breadth Requirements</td>
<td>Students are not required to complete a minor, but are heavily encouraged to pursue a minor</td>
</tr>
</tbody>
</table>

### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUTR SCI/</td>
<td>Advanced Nutrition: Intermediary</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM 619</td>
<td>Metabolism of Macronutrients</td>
<td></td>
</tr>
<tr>
<td>NUTR SCI/</td>
<td>Introduction to Nutritional Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH 621</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUTR SCI 623</td>
<td>Advanced Nutrition: Minerals</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 625</td>
<td>Advanced Nutrition: Obesity and Diabetes</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI/</td>
<td>Experimental Diet Design</td>
<td>1</td>
</tr>
<tr>
<td>AN SCI 626</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUTR SCI 627</td>
<td>Advanced Nutrition: Vitamins</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 600</td>
<td>Introductory Seminar in Nutrition</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 931</td>
<td>Seminar-Nutrition</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 799</td>
<td>Practicum in Nutritional Sciences Teaching 2</td>
<td>1-3</td>
</tr>
<tr>
<td>NUTR SCI 745</td>
<td>Grant Writing for Nutritional Sciences Research</td>
<td>2</td>
</tr>
</tbody>
</table>

### Research

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUTR SCI 731</td>
<td>Research in Progress Seminar</td>
<td>1</td>
</tr>
<tr>
<td>NUTR SCI 991</td>
<td>Research Nutrition 3</td>
<td>1-12</td>
</tr>
</tbody>
</table>

### Electives

Students select 6 credits of electives from the following or from other courses in consultation with their advisor.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td></td>
</tr>
<tr>
<td>BMOLCHEM 504</td>
<td>Human Biochemistry Laboratory</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 601</td>
<td>Protein and Enzyme Structure and Function</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/GENETICS/MICROBIO 612</td>
<td>Prokaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/GENETICS/MD GENET 620</td>
<td>Eukaryotic Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 624</td>
<td>Mechanisms of Enzyme Action</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 625</td>
<td>Mechanisms of Action of Vitamins and Minerals</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/PHMCOL-M/ZOOLOGY 630</td>
<td>Cellular Signal Transduction Mechanisms</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/CHEM 665</td>
<td>Biophysical Chemistry</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM/GENETICS 703</td>
<td>Topics in Eukaryotic Regulation</td>
<td></td>
</tr>
<tr>
<td>BIOCHEM 801</td>
<td>Biochemical Applications of Nuclear Magnetic Resonance</td>
<td></td>
</tr>
</tbody>
</table>

### Total Credits

Total Credits: 51

1. Student should enroll each semester, unless there is a course conflict.
2. Equivalent experience accepted. Please contact Graduate Program Coordinator.
3. After enrolling in other coursework, students enroll in enough credits of NUTR SCI 991 to reach a total of 12 credits per fall and spring semesters.

### POLICIES

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With approval of the certification committee, students are allowed to count up to 19 credits of graduate coursework from other institutions. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With approval of the certification committee, students are allowed to count up to 7 credits from a UW–Madison undergraduate degree, numbered 400 and above, toward the Ph.D. degree, provided the course satisfies a requirement within the student’s core curriculum or IGPNS emphasis group. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, students are allowed to count no more than 15 credits of coursework taken as a UW–Madison Special student, provided the course satisfies a requirement within the student’s core curriculum or IGPNS emphasis group. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

The IGPNS requires a cumulative 3.0 GPA for all courses taken in the UW Graduate School. Grades in research (NUTR SCI 991 Research Nutrition) are not included in the calculation of the GPA. A student who does not maintain a 3.0 GPA can continue on probationary status for two semesters at the recommendation of the major professor. If, at that time, the student does not achieve a cumulative 3.0 GPA, they will be dropped from the program.

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor and a committee. PhD students must have a committee of at least four members. Students have time in their first year of study to build their committees. An advisor is a faculty member from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. Students can be suspended from the Graduate School if they do not have an advisor. The Director of Graduate Studies will be assigned as a student’s advisor for the duration of their laboratory rotations.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor and committee on a regular basis.

CREDITS PER TERM ALLOWED

12 credits: fall and spring semesters
2 credits: per eight-week summer session

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a Doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

A student’s program may appeal these time limits through a written request to the Graduate School Office of Academic Services.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for all graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.
1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.
4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Articulates research problems, potentials, and limits with respect to theory, knowledge, and practice in nutritional sciences. Specific knowledge areas of focus include intermediary metabolism, functions and metabolism of vitamins and minerals, nutrition-related diseases such as obesity and diabetes, and fundamental principles of epidemiology and nutrition policy.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge in nutritional sciences.
3. Creates original research and scholarship that makes a substantive contribution to nutritional sciences.
4. Demonstrates breadth of knowledge of nutritional sciences.
5. Advances contributions of the field of nutritional sciences to society.
6. Communicates complex ideas in a clear and understandable manner through both written and oral presentations.
7. Fosters and practices ethical and professional conduct.

PEOPLE

FACULTY

MEMBERS OF THE INTERDEPARTMENTAL GRADUATE PROGRAM IN NUTRITIONAL SCIENCES WITHIN THE DEPARTMENT

Eide, Dave (Department Chair), Professor of Nutritional Sciences; Ph.D., 1987. Nutritional genomics and molecular responses to changes in nutrient status

Eisenstein, Richard, Professor of Nutritional Sciences; Ph.D., 1985. Iron metabolism; posttranscriptional control of proteins required for the uptake, storage, and use of iron

Fan, Jing, Assistant Professor of Nutritional Sciences, Ph.D., 2014. Cancer metabolism; metabolic regulation in dynamic mammalian systems

Grobleswki, Guy, Professor of Nutritional Sciences; Ph.D., 1991. Intracellular signal transduction and membrane/ protein trafficking in gastrointestinal epithelial cells

Kuchina, Adam, Assistant Professor of Nutritional Sciences; Ph.D., 2017; Muscle and Protein Metabolism; Understanding how disease affects muscle and protein metabolism and muscle assessment techniques

Lai, Huichuan, Professor of Nutritional Sciences; Ph.D., R.D., 1994. Epidemiological studies linking nutrition and disease outcomes in pediatric populations
Ney, Denise, Professor of Nutritional Sciences; Ph.D., 1986. Nutritional management of phenylketonuria and gastrointestinal physiology

Ntambi, James, Steenbock Professor of Nutritional Sciences (also Biochemistry); Ph.D., 1985. Mechanisms of fat cell differentiation; regulation of gene expression by dietary and hormonal factors

Olson, Beth, Associate Professor. Ph.D. – Nutrition, University of California at Davis. Breastfeeding support and improving infant feeding practices

Parks, Brian, Assistant Professor of Nutritional Sciences, Ph.D., 2008. Systems genetics, Gene-diet interactions, and molecular mechanisms of obesity and diabetes

Sunde, Roger, Professor of Nutritional Sciences; Ph.D., 1980. Selenium deficiency as a model for nutrient regulation of gene expression; molecular mechanism of selenium regulation and homeostasis; biochemical functions of selenium

Tanumihardjo, Sherry, Professor of Nutritional Sciences; Ph.D., 1993. Vitamin A assessment methodology; carotenoid bioavailability; and international nutrition

Yen, Eric, Assistant Professor of Nutritional Sciences; Ph.D. 2000. Intestine, assimilation of dietary fat, and energy balance

MEMBERS OF THE INTERDEPARTMENTAL GRADUATE PROGRAM IN NUTRITIONAL SCIENCES FROM OUTSIDE THE DEPARTMENT:
The department faculty above are also included in the trainers for IGPNS.

Anderson, Rozalyn, Assistant Professor, Ph.D., 2000. Nutrient sensitive regulatory pathways in aging and age-associated disease

Arriola Apelo, Sebastian I, Assistant Professor of Dairy Science; Ph.D., 2013. Mechanistic mathematical models of nutrient metabolism and cellular signaling, with the major goal of maximizing nutrient efficiency for a sustainable dairy industry

Attie, Alan, Professor of Biochemistry; Ph.D., 1980. Cell biology of lipoprotein assembly; genetics of obesity and diabetes

Binkley, Neil, Associate Professor of Medicine, M.D., 1979. Vitamin K insufficiency and osteoporosis

Bolling, Brad, Associate Professor of Food Sciences, Ph.D., 2007, Food chemistry and analysis, dietary phytochemicals, functional foods and prevention of chronic disease.

Carey, Hannah, Professor of Veterinary Medicine; Ph.D., 1983. Gastrointestinal physiology; intestinal adaptation; mammalian hibernation and its application to biomedicine; cellular and physiological responses to stress

Crenshaw, Thomas, Professor of Animal Science; Ph.D., 1980. Skeletal tissue growth and assessment; statistical approaches to establishment of mineral and amino acid requirements; swine nutrition

Davis, Dawn, Assistant Professor; M.D., Ph.D., 2003. Dissertation: “Changes in pancreatic beta cell gene expression in response to obesity and in the setting of beta cell proliferation”

Denu, John, Professor of Biomolecular Chemistry; Ph.D., 1993. Investigation of the proposed “Histone Code”; understanding the mechanisms of enzymes that reversibly modify proteins and the effects of these modifications on protein function

Engelmann, Corinne, Associate Professor of Population Health Sciences; Ph.D. (2006). Study design and data analysis of genetic, demographic, socioeconomic, behavioral, physiological and environmental factors of complex diseases, including biomarkers and preclinical traits related to Alzheimer’s disease, and also vitamin D deficiency

Engin, Feyza, Assistant Professor of Biomolecular Chemistry; Ph.D., 2007. Investigating the molecular mechanisms of organelle dysfunction and cellular stress responses in the pathogenesis of diabetes

Fenandez, Luis, Professor of Surgery, M.D., 1987. Islet cell transplantation and beta cell biology

Funk, Luke, Assistant Professor of Surgery. 2005 MD, Ph.D., FACS. Bariatric and metabolic surgery, esophageal and gastric disorders, abdominal wall hernias and gall bladder disorders

Galmozzi, Andrea, Assistant Professor; Ph.D., 2010. Trafficking of signaling metabolites.

Goldman, Irwin, Professor of Horticulture; Ph.D. Vegetable breeding and genetics, human health attributes of vegetable crops and breeding of vegetables for culinary quality

Hernandez, Laura, Assistant Professor of Dairy Science; Ph.D., 2008. Regulation of lactation and milk synthesis in relation to the autocrine, paracrine, endocrine and serotonin systems. Regulation of mammary gland calcium transport and maternal calcium homeostasis during lactation

Kanarek, Marty, Professor of Population Health Sciences and Environmental Studies; Ph.D., 1978. Environmental epidemiology; potential population health effects from consumption of fish contaminated with mercury, PCBs, and other chemicals

Karavos, William, Professor of Wildlife Ecology; Ph.D., 1981. Molecular mechanisms of intestinal enzyme adaptation, intestinal absorption, nutritional ecology of wild vertebrates

Kimple, Michelle, Assistant Professor of Medicine; Ph.D., 2003. Pancreatic beta-cell response to nutrient and hormonal stimulation

Kling, Pamela, Associate Professor of Pediatrics; M.D. 1985. Erythropoiesis, iron metabolism and roles of erythropoietin in early development

Knoll, Laura, Associate Professor of Medical Microbiology & Immunology; Ph.D., 1994. Using –omics technology to study host/ pathogen interactions and metabolism of the intracellular parasite Toxoplasma gondii

Kudsk, Kenneth, Professor of Surgery; M.D., 1975. Effect of route and type of nutrition on surgical outcome; mucosal immunity and response to infection

Lamming, Dudley, Assistant Professor of Endocrinology, Diabetes, and Metabolism; Ph.D., 2008. Protein regulation of cellular processes that affect growth, metabolism, and aging

Leone, Vanessa, Assistant Professor of Animal Biologics and Metabolism; Ph.D., 2009. Intersection of diet, gut microbes, circadian rhythms, and metabolism using preclinical models.
Mares, Julie, Professor of Ophthalmology; Ph.D., 1987. Epidemiological study of relationships between diet and age-related eye disease

Malecki, Kristen, Assistant Professor of Population Health Sciences, Ph.D. 2005. Epidemiological study of relationships between environment and health; system-science approaches to addressing health disparities, translational community base environmental health research

Merrins, Matthew, Assistant Professor of Medicine; Ph.D. 2008. Ability of pancreatic islet beta cells to trigger cell proliferation and release of insulin during periods of increased insulin demands


Reed, Jess, Professor of Animal Sciences; Ph.D. 1983. Flavonoids and other phytochemicals in animal and human health and nutrition

Reeder, Scott, Professor. M.D., Ph.D. Abdominal adiposity, liver fat, liver iron overload and other features of diffuse liver disease, quantification of perfusion in liver tumors, hemodynamics of portal hypertension, and the use of new contrast agents in liver and biliary diseases

Rey, Federico, Associate Professor of Bacteriology; Ph.D. 2006. Understand how variations in the gut microbiome modulate the effects of diet and host's susceptibility to cardiometabolic disease

Schrage, William, Professor of Kinesiology; Ph.D., 2001 (Physiology). Human cardiovascular studies focused primarily on regulation of skeletal muscle or cerebral blood flow in response to exercise or environmental stress, and how obesity and insulin resistance alter this regulation.

Simcox, Judith, Assistant Professor of Biochemistry; Ph.D., 2014. Transcriptional Regulation of Nutrient Responsive Pathways in Thermogenesis

Simon, Philipp, Professor of Horticulture; Ph.D., 1977. Biochemical genetics and breeding of carrots, alliums, and cucumber; genetic improvement of vegetable culinary and nutritional value

Trentham-Dietz, Amy, Professor of Cancer Epidemiology. Ph.D. 1997. Modifiable lifestyle factors including obesity, physical activity, and environmental factors to better understand breast cancer etiology and reveal avenues for prevention

Van Pijkeren, Jan Peter, Assistant Professor of Food Science, Ph.D. Diet-Microbe-Phase interactions in the gut ecosystem.

Westmark, Cara, Assistant Professor of Neurology. Ph.D. Alzheimer's disease and fragile X syndrome focuses on the synaptic function of amyloid beta protein precursor (APP) and amyloid-beta

White, Heather, Assistant Professor of Dairy Science; Ph.D. 2010. Nutritional Physiology – Focus on hepatic carbon flux specifically during the coordinated responses to the transition to lactation, nutrition, and stress in dairy cattle and during onset and progression of NAFLD and NASH in humans

SUPPORT STAFF
Graduate Coordinator: Katie Butzen MS.Ed., kbutzen@wisc.edu

ONCOLOGY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Cancer Biology, M.S. (p. 1463)
- Cancer Biology, Ph.D. (p. 1467)

PEOPLE

Faculty: Alarid (co-director), Loeb (co-director), Ahlquist, Alexander, Arendt, Asimakopoulos, Audhya, Beebe, Bradfield, Bresnick, Burkard, Crys, Deming, Drinkwater, Evans, Friedl, Friesen, Gould, Griep, Halberg, Harari, Hoffman, Huttenlocher, Jarrard, Johannsen, Kalejta, Kenney, Kimple, Kreeger, Lambert, Lang, Lewis, Marker, McNeel, Mertz, Miyamoto, Morris, Mosher, Rapraeger, Ricke, Rui, Shuler, Sherer, Shull, Striker, Sugden, Tibbetts, Weaver, Wheeler, Xing, Xu, and Zhang. For the most current list of faculty and descriptions of their research interests, the program website (https://cancerbiology.wisc.edu/faculty-trainers/).

CANCER BIOLOGY, M.S.

The graduate program in cancer biology offers a course of study and research leading to the Ph.D. degree. Although a master's degree is offered under special circumstances, students are not admitted for a master's degree.

The Cancer Biology Graduate Program was established at the McArdle Laboratory for Cancer Research in 1940 as the first graduate program in the United States to offer a degree in basic cancer research. The program now includes more than 50 faculty trainers from multiple departments including Oncology, Medicine, Human Oncology, Cell and Regenerative Biology, Medical Microbiology and Immunology, and others. This interdepartmental structure offers students remarkably diverse training opportunities that span the entire breadth of cancer biology research from haploid or diploid genetics, viral and chemical carcinogenesis, eukaryotic cell and molecular biology, virology, molecular toxicology, and whole-animal carcinogenesis. Through the graduate curriculum, students are introduced to the body of knowledge that has been derived directly from experiments on the induction, properties, and therapy of cancer, and receive the necessary background to conduct independent research.

Curriculum requirements are designed to be flexible, providing a maximal opportunity for specialization within this multidisciplinary field. Students learn through core and elective courses; by participation in seminars, conferences, and journal clubs related to their specific areas of expertise; and most important, from their research advisors. Students who join the program select research advisors after conducting a minimum of three monthlong rotations in different laboratories during the first semester. After choosing an advisor, students will also create an advisory committee of five faculty members who will provide guidance throughout the process of earning the Ph.D. degree. The average time to complete the Ph.D. is 5.5 years. The program prepares students for careers in teaching and research in academia, government, and industry.
ADMISSIONS

This master's program is offered for work leading to the Ph.D. Students may not apply directly for the master's, and should instead see the admissions information for the Ph.D. (p. 1467)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Graduate Coursework Requirement

Minimum 30 credits

Minimum Residence Credit Requirement

Minimum 16 credits

Minimum Graduate Coursework Requirement

Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

Students must earn a B or above in all required Core Courses, otherwise the course must be repeated.

Assessments and Examinations

Thesis track—requires a formal thesis.
Non-thesis track—no formal examination required.

Language Requirement

No language requirements.

REQUIRED COURSES

The curriculum for Cancer Biology is designed to introduce you to research related to the induction, properties, and therapy of cancer and to ensure that you have the necessary background in one or more areas of related, fundamental science to enable you to do original research. Courses are drawn from the Department of Oncology as well as various related departments, including Bacteriology, Biochemistry, Biomolecular Chemistry, Chemistry, Genetics, Human Oncology, Medical Microbiology and Immunology, Pathology and Laboratory Medicine, and Pharmacology.

The Graduate School at UW-Madison requires PhD students to complete a minimum of 51 credits in order to obtain a PhD Degree. These credits are fulfilled via core curriculum courses, 990 research, and electives. Courses numbered below 300, audit, and pass/fail do not satisfy the minimum requirement. It is suggested that you take approximately 2 courses per semester with the remaining credits being 990 research. All courses must be completed by the end of your second year, before completing the Preliminary Exam.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ONCOLOGY/PL PATH 640</td>
<td>General Virology-Multiplication of Viruses</td>
<td>3</td>
</tr>
<tr>
<td>ONCOLOGY 703</td>
<td>Carcinogenesis and Tumor Cell Biology</td>
<td>3</td>
</tr>
<tr>
<td>ONCOLOGY 715</td>
<td>Ethics in Science</td>
<td>1</td>
</tr>
<tr>
<td>ONCOLOGY 725</td>
<td>Readings in Cancer Biology</td>
<td>2</td>
</tr>
<tr>
<td>ONCOLOGY 735</td>
<td>Current Problems in Cancer Biology</td>
<td>2</td>
</tr>
<tr>
<td>ONCOLOGY 901</td>
<td>Seminar (presentation)</td>
<td>1</td>
</tr>
</tbody>
</table>

Research Credits

ONCOLOGY 990 Research 2

Quantitative Requirement

B M I/STAT 541 Introduction to Biostatistics 3
or ONCOLOGY 778 Bioinformatics for Biologists

Electives (two courses) 3

1 Beginning in your second year, you will be required to give an annual, formal presentation in the Cancer Biology Student/Postdoc Seminar Series. You will register for ONCOLOGY 901 Seminar during the semester in which you present. Your seminars will be recorded and you will receive feedback from the seminar course instructor to help
improve your public speaking and presentation skills. **Attendance at this seminar series is required.**

In addition, you are expected to attend the Cancer Biology Seminar throughout your graduate career (no registration required). The Cancer Biology Seminar, which features local and outside faculty speakers, is held on Wednesdays at 10:30 a.m. in 1345 HSLC. The schedule is posted on the McArdle website ([http://www.mcardle.wisc.edu/events/cancerbiology_seminar.htm](http://www.mcardle.wisc.edu/events/cancerbiology_seminar.htm)).

2 Students will enroll in up to 12 credits per semester as pre-dissertators (only 2 credits during the summer term).

3 Students may select electives from the list below in consultation with their advisor.

### Elective Coursework

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOCHEM 601</td>
<td>Protein and Enzyme Structure and Function</td>
<td>2</td>
</tr>
<tr>
<td>BIOCHEM/GENETICS/ MICROBIO 612</td>
<td>Prokaryotic Molecular Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM/PHMCOL/M/ZOOLOGY 630</td>
<td>Cellular Signal Transduction Mechanisms</td>
<td>3</td>
</tr>
<tr>
<td>PATH/BIO/M M &amp; I 528</td>
<td>Immunology</td>
<td>3</td>
</tr>
<tr>
<td>MICROBIO 607</td>
<td>Advanced Microbial Genetics</td>
<td>3</td>
</tr>
<tr>
<td>M M &amp; I 740</td>
<td>Mechanisms of Microbial Pathogenesis</td>
<td>3</td>
</tr>
<tr>
<td>PATH 803</td>
<td>Pathogenesis of Major Human Diseases</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM/GENETICS/ MD GENET 620</td>
<td>Eukaryotic Molecular Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM 625</td>
<td>Mechanisms of Action of Vitamins and Minerals</td>
<td>2</td>
</tr>
<tr>
<td>CRB 640</td>
<td>Fundamentals of Stem Cell and Regenerative Biology</td>
<td>3</td>
</tr>
<tr>
<td>CRB 650</td>
<td>Molecular and Cellular Organogenesis</td>
<td>3</td>
</tr>
<tr>
<td>CRB/MEDICINE 701</td>
<td>Cell Signaling and Human Disease</td>
<td>1</td>
</tr>
<tr>
<td>CBE/B M E 520</td>
<td>Stem Cell Bioengineering</td>
<td>3</td>
</tr>
<tr>
<td>CBE/B M E 783</td>
<td>Design of Biological Molecules</td>
<td>3</td>
</tr>
<tr>
<td>PATH 750</td>
<td>Cellular and Molecular Biology/Pathology</td>
<td>2-3</td>
</tr>
<tr>
<td>M M &amp; I/PATH-BIO 750</td>
<td>Host-Parasite Relationships in Vertebrate Viral Disease</td>
<td>3</td>
</tr>
</tbody>
</table>

### MAJOR-SPECIFIC POLICIES

#### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree or doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, students are allowed to count no more than seven credits numbered 300 or above from a UW–Madison undergraduate degree.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

#### PROBATION

A semester GPA below 3.0 or an incomplete grade (I) will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained or the incomplete grade is not cleared during the subsequent semester of full-time enrollment, the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School.

#### ADVISOR / COMMITTEE

All students are required to have an advisor. Students must create a certification committee (advisor plus four additional faculty members) by the end of their first year. After passing their preliminary examination, students are required to conduct a progress report meeting with their certification committee each year. Failure to do so may result in a hold being placed on the student's registration.

### CREDITS PER TERM ALLOWED

15 credits

#### TIME CONSTRAINTS

All doctoral students must pass their preliminary examination by the end of their second year (August 31). Under special circumstances, a one-semester extension may be granted when justified in writing by the student and advisor.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting ([https://doso.students.wisc.edu/bias-or-hate-reporting/](https://doso.students.wisc.edu/bias-or-hate-reporting/))
Biotechnology and Graduate Studies requires that each graduate 

The School of Medicine and Public Health Office of Basic Research, 

Requirements for Programs 

Postdoctoral Research Associates 

Policy for Reporting Research Misconduct for Graduate Students and 

This policy does not apply to instances when a graduate student wishes 

hr.wisc.edu/policies/gapp/ 

utilize the 

Assistants in TA, PA and/or RA appointments. Graduate Assistants will 

This policy does not apply to employment-related issues for Graduate 

Exclusions 

Graduate School (https://grad.wisc.edu/) (for informal advice at any 

Office of Compliance (https://compliance.wisc.edu/) (for class 

Office of Student Conduct and Community Standards (https:// 

Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) 

Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/ 

Hostile and Intimidating Behavior Policies and Procedures (https:// 

Office of the Provost for Faculty and Staff Affairs (https:// 

Dean of Students Office (https://doso.students.wisc.edu/) (for all 

Employee Assistance (http://www.eao.wisc.edu/) (for personal 

Employee Disability Resource Office (https:// 

Grievance Policy for Graduate Programs in the School of Medicine and 

Any student in a School of Medicine and Public Health graduate program 

Faculty and Public Health 

who feels that they have been treated unfairly in regards to educational 

decisions and/or outcomes specific to the graduate program, 

including academic standing, progress to degree, professional activities, 

appropriate advising, and a program's community standards by a faculty 

member, staff member, postdoc, or student has the right to complain 

about the treatment and to receive a prompt hearing of the grievance 

following these grievance procedures. Any student who discusses, 

inquiries about, or participates in the grievance procedure may do so 

openly and shall not be subject to intimidation, discipline, or retaliation 

because of such activity. Each program's grievance advisor is listed on 

the "Research" tab of the SMPH intranet (https://intranet.med.wisc.edu/).

Exclusions 

This policy does not apply to employment-related issues for Graduate 

Assistants in TA, PA and/or RA appointments. Graduate Assistants will 

utilize the Graduate Assistantship Policies and Procedures (https:// 

hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve 

employment-related issues.

This policy does not apply to instances when a graduate student wishes 

to report research misconduct. For such reports refer to the UW-Madison 

Policy for Reporting Research Misconduct for Graduate Students and 

Postdoctoral Research Associates (https://research.wisc.edu/kb-

article/?id=84924).

Requirements for Programs 

The School of Medicine and Public Health Office of Basic Research, 

Biotechnology and Graduate Studies requires that each graduate 

program designate a grievance advisor, who should be a tenured faculty 

member, and will request the name of the grievance advisor annually. The 

program director will serve as the alternate grievance advisor in the event 

that the grievance advisor is named in the grievance. The program must 

notify students of the grievance advisor, including posting the grievance 

advisor's name on the program's Guide page and handbook.

The grievance advisor or program director may be approached for 

possible grievances of all types. They will spearhead the grievance 

response process described below for issues specific to the graduate 

program, including but not limited to academic standing, progress to 

degree, professional activities, appropriate advising, and a program's 

community standards. They will ensure students are advised on 

reporting procedures for other types of possible grievances and are 

supported throughout the reporting process. Resources (https:// 

grad.wisc.edu/current-students/#reporting-incidents) on identifying and 

reporting other issues have been compiled by the Graduate School.

Procedures 

1. The student is advised to initiate a written record containing 
dates, times, persons, and description of activities, and to 
update this record while completing the procedures described 
below. 

2. If the student is comfortable doing so, efforts should be made 
to resolve complaints informally between individuals before 
pursuing a formal grievance.

3. Should a satisfactory resolution not be achieved, the student 
should contact the program's grievance advisor or program 
director to discuss the complaint. The student may approach 
the grievance advisor or program director alone or with a UW-
Madison faculty or staff member. The grievance advisor or 
program director should keep a record of contacts with regards 
to possible grievances. The first attempt is to help the student 
informally address the complaint prior to pursuing a formal 
grievance. The student is also encouraged to talk with their 
faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student's satisfaction, the 
student may submit a formal grievance to the grievance advisor 
or program director in writing, within 60 calendar days from the 
date the grievance first became aware of, or should have become 
aware of with the exercise of reasonable diligence, the cause of 
the grievance. To the fullest extent possible, a grievance shall 
contain a clear and concise statement of the grievance and 
indicate the issue(s) involved, the relief sought, the date(s) the 
incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. 
The final step must be completed within 30 business days from the 
date the grievance was received. The program must store 
documentation of the grievance for seven years. Significant 
grievances that set a precedent may be stored indefinitely.

a. The grievance advisor or program director will convene 
a faculty committee composed of at least three 

members to manage the grievance. Any faculty 

member involved in the grievance or who feels that 

they cannot be impartial may not participate in the 

committee. Committee composition should reflect 
diverse viewpoints within the program.

b. The faculty committee, through the grievance advisor 
or program director, will obtain a written response 
from the person or persons toward whom the grievance is 
directed. The grievance advisor or program director
will inform this person that their response will be shared with the student filing the grievance.

c. The grievance advisor or program director will share the response with the student filing the grievance.

d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur:

a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.

c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student's graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student's initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee's recommendation.

e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a timeline for the review to be completed.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/Documents/grievances-and-appeals/).

**Time Limits**

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

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### OTHER

n/a

### PROFESSIONAL DEVELOPMENT

### GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/) to build skills, thrive academically, and launch your career.

### LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in the field of study.
2. Identifies sources and assembles evidence pertaining to questions or challenges in the field of study.
3. Demonstrates understanding of the primary field of study in a historical, social, or global context.
4. Selects and/or utilizes the most appropriate methodologies and practices.
5. Evaluates or synthesizes information pertaining to questions or challenges in the field of study.
6. Communicates clearly in ways appropriate to the field of study.
7. Recognizes and applies principles of ethical and professional conduct.

### PEOPLE

**Faculty:** Alarid (co-director), Loeb (co-director), Ahliquist, Alexander, Arendt, Asimakopoulus, Audhya, Beebe, Bradfield, Bresnick, Burkard, Cryns, Deming, Drinkwater, Evans, Friedl, Friesen, Gould, Griep, Harari, Hoffmann, Huttenlocher, Jarrard, Johansson, Kalejta, Kenney, Kimple, Kreeger, Lambert, Lang, Lewis, Marker, McNeel, Mertz, Miyamoto, Morris, Mosher, Rapraeger, Rich, Rui, Shuler, Sherer, Shull, Striker, Sugden, Tabbetts, Weaver, Wheeler, Xing, Xu, and Zhang. For the most current list of faculty and descriptions of their research interests, the program website (https://cancerbiology.wisc.edu/faculty-trainers/).

### CANCER BIOLOGY, PH.D.

The graduate program in cancer biology offers a course of study and research leading to the Ph.D. degree. Although a master's degree is offered under special circumstances, students are not admitted for a master's degree.

The Cancer Biology Graduate Program was established at the McArdle Laboratory for Cancer Research in 1940 as the first graduate program in the United States to offer a degree in basic cancer research. The program now includes more than 50 faculty trainers from multiple departments including Oncology, Medicine, Human Oncology, Cell and Regenerative Biology, Medical Microbiology and Immunology, and others. This interdepartmental structure offers students remarkably diverse training opportunities that span the entire breadth of cancer biology research from haploid or diploid genetics, viral and chemical carcinogenesis, eukaryotic cell and molecular biology, virology, molecular toxicology, and whole-animal carcinogenesis. Through the graduate curriculum, students are introduced to the body of knowledge that has been derived directly
from experiments on the induction, properties, and therapy of cancer, and receive the necessary background to conduct independent research.

Curriculum requirements are designed to be flexible, providing a maximal opportunity for specialization within this multidisciplinary field. Students learn through core and elective courses; by participation in seminars, conferences, and journal clubs related to their specific areas of expertise; and most important, from their research advisors. Students who join the program select research advisors after conducting a minimum of three month-long rotations in different laboratories during the first semester. After choosing an advisor, students will also create an advisory committee of five faculty members who will provide guidance throughout the process of earning the Ph.D. degree. The average time to complete the Ph.D. is 5.5 years. The program prepares students for careers in teaching and research in academia, government, and industry.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) **of the Graduate School as well as the program(s).** Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>November 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>November 15</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The program is committed to ensuring continuing financial support for all cancer biology Ph.D. students in good standing. Financial support includes a competitive stipend and tuition remission. All graduate students are also eligible for comprehensive health insurance. Ph.D. students are supported from a variety of different sources including research assistantships from faculty research grants, fellowships, and NIH training grants. There is no teaching requirement for cancer biology students; however, many opportunities exist on campus for those who wish to gain teaching experience.

Students are admitted into the Cancer Biology Program as a Research Assistant (RA) unless they have received a fellowship or training grant. Find more information here ([https://cancerbiology.wisc.edu/financial-support/](https://cancerbiology.wisc.edu/financial-support/)).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
The curriculum for Cancer Biology is designed to introduce you to research related to the induction, properties, and therapy of cancer and to ensure that you have the necessary background in one or more areas of related, fundamental science to enable you to do original research. Courses are drawn from the Department of Oncology as well as various related departments, including Bacteriology, Biochemistry, Biomolecular Chemistry, Chemistry, Genetics, Human Oncology, Medical Microbiology and Immunology, Pathology and Laboratory Medicine, and Pharmacology.

The Graduate School at UW-Madison requires PhD students to complete a minimum of 51 credits in order to obtain a PhD Degree. These credits are fulfilled via core curriculum courses, 990 research, and electives.

Courses numbered below 300, audit, and pass/fail do not satisfy the minimum requirement. It is suggested that you take approximately 2 courses per semester with the remaining credits being 990 research. All courses must be completed by the end of your second year, before completing the Preliminary Exam.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ONCOLOGY/PL PATH 640</td>
<td>General Virology-Multiplication of Viruses</td>
<td>3</td>
</tr>
<tr>
<td>ONCOLOGY 703</td>
<td>Carcinogenesis and Tumor Cell Biology</td>
<td>3</td>
</tr>
<tr>
<td>ONCOLOGY 715</td>
<td>Ethics in Science</td>
<td>1</td>
</tr>
<tr>
<td>ONCOLOGY 725</td>
<td>Readings in Cancer Biology</td>
<td>2</td>
</tr>
<tr>
<td>ONCOLOGY 735</td>
<td>Current Problems in Cancer Biology</td>
<td>2</td>
</tr>
<tr>
<td>ONCOLOGY 901</td>
<td>Seminar (presentation)</td>
<td>1</td>
</tr>
<tr>
<td>ONCOLOGY 990</td>
<td>Research</td>
<td>2</td>
</tr>
<tr>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
<td>3</td>
</tr>
<tr>
<td>or ONCOLOGY 778</td>
<td>Bioinformatics for Biologists</td>
<td></td>
</tr>
</tbody>
</table>

Electives (two courses)

1. Beginning in your second year, you will be required to give an annual, formal presentation in the Cancer Biology Student/Postdoc Seminar Series. You will register for ONCOLOGY 901 Seminar during the semester in which you present. Your seminars will be recorded and you will receive feedback from the seminar course instructor to help improve your public speaking and presentation skills. **Attendance at this seminar series is required.**

2. Students will enroll in up to 12 credits per semester as pre-dissertators (only 2 credits during the summer term).

3. Students may select electives from the list below in consultation with their advisor.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOCHEM 601</td>
<td>Protein and Enzyme Structure and Function</td>
<td>2</td>
</tr>
<tr>
<td>BIOCHEM/GENETICS/MICROBIO 612</td>
<td>Prokaryotic Molecular Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM/PHMCOL-M/ZOOLOGY 630</td>
<td>Cellular Signal Transduction Mechanisms</td>
<td>3</td>
</tr>
<tr>
<td>PATH-BIO/ M M &amp; I 528</td>
<td>Immunology</td>
<td>3</td>
</tr>
<tr>
<td>MICROBIO 607</td>
<td>Advanced Microbial Genetics</td>
<td>3</td>
</tr>
<tr>
<td>M M &amp; I 740</td>
<td>Mechanisms of Microbial Pathogenesis</td>
<td>3</td>
</tr>
<tr>
<td>PATH 803</td>
<td>Pathogenesis of Major Human Diseases</td>
<td>3</td>
</tr>
</tbody>
</table>
by the end of their first year. After passing their preliminary examination, certification committee (advisor plus four additional faculty members) all students are required to have an advisor. Students must create a advisor appeal to the Graduate School.

A semester GPA below 3.0 or an incomplete grade (I) will result in the student being placed on academic probation. A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

students are required to conduct a progress report meeting with their certification committee each year. Failure to do so may result in a hold being placed on the student’s registration.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

All doctoral students must pass their preliminary examination by the end of their second year (August 31). Under special circumstances, a one-semester extension may be granted when justified in writing by the student and advisor.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree or doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, students are allowed to count no more than 7 credits numbered 300 or above from a UW–Madison undergraduate degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

A semester GPA below 3.0 or an incomplete grade (I) will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained or the incomplete grade is not cleared during the subsequent semester of full-time enrollment, the student may be dismissed from the program or allowed to continue for 1 additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE

All students are required to have an advisor. Students must create a certification committee (advisor plus four additional faculty members) by the end of their first year. After passing their preliminary examination,
Grievance Policy for Graduate Programs in the School of Medicine and Public Health

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquiries about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).

Exclusions

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor’s name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program’s faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside
of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee's recommendation.

e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

**Time Limits**

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

**OTHER**

n/a

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field of study.
3. Creates research, scholarship, or performance that makes a substantive contribution.
4. Demonstrates breadth within their learning experiences.
5. Advances contributions of the field of study to society.
6. Communicates complex ideas in a clear and understandable manner.
7. Fosters ethical and professional conduct.

**PEOPLE**

Paul G. Ahlquist, PhD; Elaine T. Alarid, PhD (Program Co-Director); Caroline M. Alexander, PhD; Lisa M. Arendt, DVM, PhD; Jon Audhya, PhD; David J. Beebe, PhD; Christopher A. Bradfield, PhD; Emery H. Bresnick, PhD; Mark E. Burkard, MD, PhD; Jason R. Cantor, PhD; Vincent L. Cryns, MD; Dustin A. Deming, MD; David T. Evans, PhD; Andreas Friedl, MD; Paul D. Friesen, PhD; Michael N. Gould, PhD; Anne E. Grief, PhD; Richard B. Halberg, PhD; Paul M. Harari, MD; Anna Huttonlocher, MD; David F. Jarrard, MD; Eric C. Johannsen, MD; Robert F. Kalejta, PhD; Shannon C. Kenney, MD; Randall J. Kimple, MD, PhD; Pamela K. Kreeger, PhD; Paul F. Lambert, PhD; Joshua M. Lang, MD; Peter W. Lewis, PhD; Dan Loeb, PhD (Program Co-Director); Paul C. Marker, PhD; Douglas G. McNeel, MD, PhD; Janet E. Mertz, PhD; Shigeki Miyamoto, PhD; Zachary S. Morris, MD, PhD; Deane F. Mosher, PhD; Xuan Pan, PhD; Alan C. Rapraeger, PhD; William A. Ricke, PhD; Lixin Rui, PhD; Linda A. Schulder, PhD, VMD; Nathan M. Sherer, PhD; James D. Shull, PhD; Robert T. Striker, MD, PhD; Bill Sugden, PhD; Aussie Suzuki, PhD; Randal S. Tibbetts, PhD; Beth A. Weaver, PhD; Deric L. Wheeler, PhD; Yongna Xing, PhD; Wei Xu, PhD; and Jing Zhang, PhD.

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

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Assistant Professor
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Assistant Professor
Jordan Tong, B.A., Ph.D.
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Professor
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urban.wemmerlov@wisc.edu

BUSINESS: OPERATIONS AND TECHNOLOGY MANAGEMENT, M.S.

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive WSB alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

NAMED OPTION IN BUSINESS ANALYTICS

See the Guide page for more information.

ADMISSIONS

This master's program is offered for work leading to the Ph.D. Students may not apply directly for the master's, and should instead see the admissions information for the Ph.D. (p. 275)

Admissions to the named option: Business Analytics have been suspended as of fall 2021. Students currently in the program will be supported and will be able to complete the program; however, no new students will be allowed to enroll. The School of Business now offers a Master of Science in Business Analytics which is replacing this named option. Additional information can be found on the Business Analytics, M.S. Guide page (https://guide.wisc.edu/graduate/business-school-wide/business-analytics-ms/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
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<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
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</table>

Overall Graduate GPA Requirement

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
</tbody>
</table>

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

No formal examination is required.
Language     No language requirement.
Requirements

REQUIRED COURSES
This master’s degree is earned by students on the way to earning the Ph.D. in Business. Refer to the curricular requirements for specific tracks within the Business Ph.D. (p. 275) for required courses.

NAMED OPTIONS
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Business: Operations and Technology Management must select one of the following named options:

View as listView as grid

• BUSINESS: OPERATIONS AND TECHNOLOGY MANAGEMENT: BUSINESS ANALYTICS, M.S. (P. 1474)

POLICIES
Students should refer to one of the named options for policy information:

• Business Analytics (p. 1474)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Apply business analytic tools and methods across various business functions (marketing, finance, supply chain, etc.) and industries (health care, finance, technology, etc.)
2. Leverage expertise in data management software (e.g., SQL) & statistical programming (e.g., R, Python) to go from data to decisions
3. Deliver insights and recommendations for organizations using cutting-edge descriptive, predictive, and prescriptive analytics techniques
4. Manage analytics projects, communicate professionally, and influence data-based changes within an organization

PEOPLE
For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

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Cody Baldwin
Director, Business Analytics
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Enno Siemsen, Ph.D.
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Jordan Tong, B.A., Ph.D.
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jordan.tong@wisc.edu

ACCREDITATION

AACSB International—The Association to Advance Collegiate Schools of Business


BUSINESS: OPERATIONS AND TECHNOLOGY MANAGEMENT: BUSINESS ANALYTICS, M.S.

Admissions to the Business: Operations and Technology Management: Business Analytics, M.S. named option have been suspended as of fall 2021 and will be discontinued as of fall 2023. If you have any questions, please contact the department (https://wsb.wisc.edu/programs-degrees/masters/business-analytics/).

This is a named option in the Business: Operations and Technology Management, M.S. (p. 1473)

Learn to leverage data to answer complex business questions in any industry with this STEM-designated M.S., Business: Operations and Technology Management: Business Analytics. Addressing all aspects of business, you’ll use cutting-edge tools to hone your analytical skills and business acumen. This one-year Wisconsin School of Business program prepares students to seize opportunities in the fast-growing world of turning data into decisions.

The MSB-OTM named option in Business Analytics curriculum includes the topics of:

• Data acquisition, analysis, and visualization
• Machine learning, experimental design, and optimization
• Descriptive, predictive, and prescriptive analytical approaches
• R/Python/SQL/Tableau
You will also benefit from experiential learning through real-world consulting projects, and choose electives from various industry-specific analytics courses.

**ADMISSIONS**

Admissions to the Business: Operations and Technology Management: Business Analytics, M.S. named option have been suspended as of fall 2021 and will be discontinued as of fall 2023. If you have any questions, please contact the department ([https://wsb.wisc.edu/programs-degrees/masters/business-analytics/](https://wsb.wisc.edu/programs-degrees/masters/business-analytics/)).

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**FUNDING**

**GRADUATE SCHOOL RESOURCES**

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**REQUIREMENTS**

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**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**CURRICULAR REQUIREMENTS**

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</tr>
</tbody>
</table>

**REQUIRED COURSES**

There are 21 credits in the required class list. The students will take an additional nine (9) credits from an approved electives list.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 656</td>
<td>Machine Learning for Business Analytics</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 705</td>
<td>Statistics and Programming for Business Analytics</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 720</td>
<td>Data Visualization for Business Analytics</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 730</td>
<td>Prescriptive Modeling and Optimization for Business Analytics</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 740</td>
<td>Experiments and Causal Methods for Business Insights</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 760</td>
<td>Data Technology for Business Analytics</td>
<td>3</td>
</tr>
<tr>
<td>GEN BUS 770</td>
<td>Analytics Consulting Practicum</td>
<td>4</td>
</tr>
<tr>
<td>GEN BUS 840</td>
<td>Current Topics in Business Analytics</td>
<td>2</td>
</tr>
<tr>
<td>OTM 752</td>
<td>Project Management</td>
<td>1</td>
</tr>
<tr>
<td>Three (3) Approved Electives for nine (9) additional credits. Approved Electives include:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACT SCI 655</td>
<td>Health Analytics</td>
<td>3</td>
</tr>
</tbody>
</table>
from the Graduate School if they do not have an advisor. An advisor is assigned to incoming students. Students can be suspended from the Graduate School if they are making satisfactory progress toward a degree, the Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

FINANCE 635 Business Valuation 3
MHR 610 Compensation: Theory and Administration 3
MARKETING 710 Marketing Research 3
MARKETING/ OTM 727 Information Technology in Supply Chains 3
MARKETING 815 Marketing Analytics 3
OTM 714 Supply Chain Analytics 3
RMIS 655 Risk Financing Techniques 3
RMIS 660 Risk Analytics and Behavioral Science 3
REAL EST 710 Real Estate Finance 3
REAL EST 715 Techniques of Real Estate Valuation 3

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 9 credits of coursework numbered 700 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to the master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use
these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER
Students must be enrolled full-time.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
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WISCONSIN SCHOOL OF BUSINESS RESOURCES
During the program, you will have access to the Career Management Center and its services to help you develop your professional and career interests.

PEOPLE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

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Cody Baldwin
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Qing Liu, Ph.D.
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BUSINESS: OPERATIONS AND TECHNOLOGY MANAGEMENT, MBA

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive Wisconsin School of Business alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

Developing leaders who create business value, the MBA in Business: Operations and Technology Management (OTM) is suited for those seeking advanced positions as consultants, analysts, product or service managers, project leaders, business developers, or operations, information technology and supply chain managers—while priming themselves for senior leadership roles. OTM students gain critical business skills applicable to both service organizations and manufacturing firms. The MBA in Business: OTM is supported by the Erdman Center for Operations and Technology Management. See the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/operations-technology-management/) for more information.

ADMISSIONS

Admission consideration for the MBA program requires a four-year undergraduate degree or the equivalent, in any discipline, from an accredited institution. The School of Business seeks a minimum of two years of full-time work experience along with a strong undergraduate performance. In addition to academic credentials, GMAT scores, and work experience, personal achievements, motivation, communication skills (written and oral), international exposure, and recommendation letters are considered in the admission process at both the master’s and doctoral levels.

Note: The Graduate Management Admission Test (GMAT), taken within five years of the starting term, is required of all applicants to the School of Business; the Graduate Record Exam (GRE) may be an acceptable alternative on a case by case basis. All applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS), or show the completion of an Interlink program. A minimum iBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.

HOW TO APPLY

Students interested in Business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Online</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>57 credits</td>
</tr>
</tbody>
</table>

Credit Requirement
Minimum Residence Credit Requirement 57 credits
Minimum Graduate Coursework Requirement 35 credits out of 57 total credits must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/). Overall Graduate GPA Requirement 3.00 GPA required.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Year One</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Fall Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>3</td>
</tr>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>M HR 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
<tr>
<td>MARKETING 700</td>
<td>Marketing Management</td>
<td>3</td>
</tr>
<tr>
<td>ACCT I S 710</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td><strong>Spring Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>M HR 723</td>
<td>Business Strategy</td>
<td>3</td>
</tr>
<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>3</td>
</tr>
<tr>
<td>OTM 765</td>
<td>Contemporary Topics</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
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<td>3</td>
</tr>
<tr>
<td><strong>Summer Semester</strong></td>
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<td></td>
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<tr>
<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
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<tr>
<td></td>
<td><strong>Year Two</strong></td>
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</tr>
<tr>
<td><strong>Fall Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEN BUS 710</td>
<td>Ethics, Integrity and Society</td>
<td>1</td>
</tr>
<tr>
<td>OTM 758</td>
<td>Managing Technological and Organizational Change</td>
<td>3</td>
</tr>
<tr>
<td>OTM 751</td>
<td>Service Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td><strong>Spring Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>57</td>
</tr>
</tbody>
</table>

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
No credits of prior coursework are allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
No credits of prior coursework are allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  ▪ Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, postdoctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students must be enrolled as full-time.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pdf/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Apply foundational theories and knowledge from core management and engineering disciplines to make effective business decisions based on cross-functional thinking whether in general operations
and technology management or in a chosen specialty area (such as healthcare operations or technology product management).

2. Apply core operations principles about processes and technologies to the design, justification, operation, assessment, and improvement of organizational and system performance from both financial and nonfinancial perspectives.

3. Effectively lead and manage organizational and technological change that supports and improves business processes and creates value for customers.

4. Develop enduring networks and relationships with industry partners.

**ERDMAN CENTER FOR OPERATIONS AND TECHNOLOGY MANAGEMENT**

For information about the faculty and their research interests, please visit the directory (https://wsb.wisc.edu/faculty-research/academic-departments/operations-information-management/faculty/).

Enno Siemsen, Ph.D.
Professor
Executive Director
esiemsen@wisc.edu

Steve Boeder, MBA
Faculty Associate
Director
steve.boeder@wisc.edu

**ACCREDITATION**

AACSB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


**PATHOLOGY**

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES**

- Cellular and Molecular Pathology, M.S. (p. 1481)
- Cellular and Molecular Pathology, Ph.D. (p. 1485)

**PEOPLE**


**CELLULAR AND MOLECULAR PATHOLOGY, M.S.**

The graduate program in cellular and molecular pathology (CMP) is a joint venture of the UW–Madison Department of Pathology and the School of Medicine and Public Health (SMPH). This interdisciplinary training environment, embedded in an exciting and challenging basic and clinical translational research context, offers a high level of intellectual stimulation for predoctoral training. The CMP curriculum is novel at the university, providing integrated training in fundamental concepts of modern pathobiology with an emphasis on biochemical, cellular and molecular approaches, and providing rigorous in-depth bench-level research training in understanding the fundamental bases of diseases. Trainees and trainers participate in rigorous pathobiology courses and activities, and are offered in-depth research training in the pathobiology of cancer, nervous and immune system diseases, and signal transduction in basic disease mechanisms.

**ADMISSIONS**

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 1485)

**FUNDING**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULUM REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (16 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must maintain a B average or better in all graduate courses.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Students must complete all required courses including PATH 809. Students must write a master thesis and defend it in front of their Advisory Committee. The M.S. thesis does not need to be published.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
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</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PATH 900</td>
<td>Seminar (every semester enrolled)</td>
<td>0</td>
</tr>
<tr>
<td>PATH 901</td>
<td>Student Seminar / Journal Club (every semester enrolled)</td>
<td>1</td>
</tr>
<tr>
<td>PATH 990</td>
<td>Research (every semester enrolled)</td>
<td>1-8</td>
</tr>
<tr>
<td>PATH 750</td>
<td>Cellular and Molecular Biology/Pathology (spring semester, first year in program)</td>
<td>3</td>
</tr>
<tr>
<td>PATH 802</td>
<td>Histopathology for Translational Scientists (fall semester, first year in program)</td>
<td>3</td>
</tr>
<tr>
<td>PATH 803</td>
<td>Pathogenesis of Major Human Diseases (fall semester, second year in program)</td>
<td>3</td>
</tr>
<tr>
<td>PATH 809</td>
<td>Molecular Mechanisms of Disease (spring semester, second year in program)</td>
<td>2</td>
</tr>
</tbody>
</table>

Choose one of the following Statistics courses:

- STAT/F&W ECOL/HORT 571 Statistical Methods for Bioscience I
- STAT/F&W ECOL/HORT 572 Statistical Methods for Bioscience II

Choose one of the following Ethics courses:

- ONCOLOGY 675 Advanced or Special Topics in Cancer Research (Topic: Appropriate Conduct of Science)
- SURG SCI 812 Research Ethics and Career Development
- OBS&GYN 955 Responsible Conduct of Research for Biomedical Graduate Students

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

1 Students in the CMP program are required to take an ethics course and receive instruction in the Responsible Conduct of Research (RCR), as stated below by the NIH: “The NIH requires that all undergraduate and graduate students as well as postdoctoral fellows receiving support through any NIH training, career development award, research education grant, or dissertation research grant must receive instruction in RCR. At least eight hours of face-to-face instruction is required; online education alone is insufficient. Instruction must be undertaken at least once during each career stage, and no less than once every four years.”
MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 7 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

Up to 7 credits numbered 300 or above from a UW–Madison undergraduate career are allowed to count toward the degree with committee approval. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 7 credits of coursework numbered 300 or above taken as UW–Madison University Special students. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

All students are required to conduct a yearly progress report meeting with their advisor, scheduled by December 17 and completed by April 30. Failure to do so will result in a hold being placed on the student's registration.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Medicine and Public Health

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program's grievance advisor is listed on the "Research" tab of the SMPH intranet (https://intranet.med.wisc.edu/).

Exclusions

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate...
program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor’s name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.

3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.

   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.

   c. The grievance advisor or program director will share the response with the student filing the grievance.

   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program’s faculty committee. The following steps will occur:

   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.

   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.

   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.
OTHER
All students receive an annual stipend for $25,000 (2013–14 rate) for a 12-month appointment. It is the intention of the program to continue to award this stipend as a research assistantship throughout the student's Ph.D. studies. During rotation the stipend will be funded by the department. Once the student has selected a lab, the primary investigator will fund the student from grant funding. To receive the stipend, the student must maintain full-time status of 8–12 credits per semester.

PROFESSIONAL DEVELOPMENT
All CMP students are required to engage in a minimum of two professional development activities annually.

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Gain a better understanding of the basic mechanisms of disease at the level of cell, organ, and body, as well as the morphologic expression patterns of selected common specific disease processes.
2. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in the field of study.
3. Identifies sources and assembles evidence pertaining to questions or challenges in the field of study.
4. Demonstrates understanding of the primary field of study in a historical, social, or global context.
5. Selects and/or utilizes the most appropriate methodologies and practices.
6. Evaluates or synthesizes information pertaining to questions or challenges in the field of study.
7. Communicates clearly in ways appropriate to the field of study.
8. Commit to increase professional growth and knowledge, to attend educational programs and to personally contribute expertise to meetings and journals.
9. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

CELLULAR AND MOLECULAR PATHOLOGY, PH.D.
The graduate program in cellular and molecular pathology (CMP) is a joint venture of the UW–Madison Department of Pathology and the School of Medicine and Public Health (SMPH). This interdisciplinary training environment, embedded in an exciting and challenging basic and clinical translational research context, offers a high level of intellectual stimulation for predoctoral training. The CMP curriculum is novel at the university, providing integrated training in fundamental concepts of modern pathobiology with an emphasis on biochemical, cellular and molecular approaches, and providing rigorous in-depth bench-level research training in understanding the fundamental bases of diseases. Trainees and trainers participate in rigorous pathobiology courses and activities, and are offered in-depth research training in the pathobiology of cancer, nervous and immune system diseases, and signal transduction in basic disease mechanisms.

ADMISSIONS
Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Applications to the CMP program are submitted in the fall of the year prior to your anticipated start date in the program. Students are then accepted into the CMP program in the spring of each year through a competitive application process that is administered by UW–Madison. Applications are due by December 1 for admission consideration the following fall. See more about how to apply on the program's website (http://www.cmp.wisc.edu/prospective/howtoapply/).
GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Prospective students should see the program website (https://cmp.wisc.edu/) for funding information.

REQUIREMENTS
MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS
MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.
- Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement
Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.

Overall
- Graduate GPA Requirement: 3.00 GPA required.
- Other Grade Requirements: Students must maintain a B average or better in all graduate courses.
- Assessments and Examinations: Students must complete all required courses including PATH 809. They must pass their Prelim B exam after their second year of graduate school. Students must defend their Ph.D. thesis within five years of completion of Prelim Exam B.
- Language Requirements: No language requirements.
- Doctoral Minor/Breadth: For interdisciplinary or minor requirements, see http://www.cmp.wisc.edu/current/phd-interdisciplinary-minor/.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PATH 900</td>
<td>Seminar (every semester enrolled)</td>
<td>0</td>
</tr>
<tr>
<td>PATH 901</td>
<td>Student Seminar / Journal Club (every semester enrolled)</td>
<td>1</td>
</tr>
<tr>
<td>PATH 990</td>
<td>Research (every semester enrolled)</td>
<td>1-8</td>
</tr>
<tr>
<td>PATH 750</td>
<td>Cellular and Molecular Biology/Pathology (spring semester, first year in program)</td>
<td>3</td>
</tr>
<tr>
<td>PATH 802</td>
<td>Histopathology for Translational Scientists (fall semester, first year in program)</td>
<td>3</td>
</tr>
<tr>
<td>PATH 803</td>
<td>Pathogenesis of Major Human Diseases (fall semester, second year in program)</td>
<td>3</td>
</tr>
<tr>
<td>PATH 809</td>
<td>Molecular Mechanisms of Disease (spring semester, second year in program)</td>
<td>2</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td>4</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 572</td>
<td>Statistical Methods for Bioscience II</td>
<td></td>
</tr>
</tbody>
</table>

Choose one of the following Ethics courses:

- ONCOLOGY 675 | Advanced or Special Topics in Cancer Research (Topic: Appropriate Conduct of Science) |
- SURG SCI 812 | Research Ethics and Career Development |
- OBS&GYN 955 | Responsible Conduct of Research for Biomedical Graduate Students |

Elective Courses
Within the 16 required credits, students will take one elective course. This course is chosen by the student and the Ph.D. thesis committee. The goal of the elective course is for students to acquire additional broad knowledge in either pathology or their major area of research. For the elective course, students may take one of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PATH 751</td>
<td>Cell and Molecular Biology of Aging</td>
</tr>
<tr>
<td>PATH 807</td>
<td>Immunopathology. The Immune System in Health and Disease</td>
</tr>
</tbody>
</table>

Equivalent course approved by the Ph.D. thesis committee

1 Students in the CMP program are required to take an ethics course and receive instruction in the Responsible Conduct of Research (RCR), as stated below by the NIH:

“The NIH requires that all undergraduate and graduate students as well as postdoctoral fellows receiving support through any NIH training, career development award, research education grant, or dissertation research grant must receive instruction in RCR. At least eight hours of face-to-face instruction is required; online education alone is insufficient. Instruction must be undertaken at least once during each career stage, and no less than once every four years.”

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior coursework

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 7 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

Up to 7 credits numbered 300 or above from a UW–Madison undergraduate career are allowed to count toward the degree with committee approval. Coursework earned five or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 7 credits of coursework numbered 300 or above taken as UW–Madison University Special students. Coursework earned five or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

Probation

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

Advisor / Committee

All students are required to conduct a yearly progress report meeting with their advisor, scheduled by December 17 and completed by April 30. Failure to do so will result in a hold being placed on the student’s registration.

Credits per term allowed

15 credits

Time Constraints

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Grievances and Appeals

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, postdoctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Medicine and Public Health

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquiries about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program's grievance advisor is listed on the "Research" tab of the SMPH intranet (https://intranet.med.wisc.edu/).

Exclusions

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor's name on the program's Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program's grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student's satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur:
a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.

c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.

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7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

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GRADUATE SCHOOL RESOURCES

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LEARNING OUTCOMES

1. Gain a better understanding of the basic mechanisms of disease at the level of cell, organ, and body, as well as the morphologic expression patterns of selected common specific disease processes.
2. Articulates research problems, potentials, and limits with respect to theory, knowledge, and practice within the field of study.
3. Formulates ideas, concepts, designs, and techniques beyond the current boundaries of knowledge within the chosen field of study.
4. Creates research and scholarship that makes a substantive contribution.
5. Demonstrates breadth within their learning experiences.
6. Advances contributions of the field of study to society.
7. Communicates complex ideas in a clear and understandable manner.
8. Commit to increase professional growth and knowledge, to attend educational programs and to personally contribute expertise to meetings and journals.
9. Fosters ethical and professional conduct.

PEOPLE


PHARMACY - SCHOOL-WIDE

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Health Services Research in Pharmacy, M.S. (p. 1490)
- Health Services Research in Pharmacy, Ph.D. (p. 1493)
- Pharmaceutical Sciences, Doctoral Minor (p. 1498)
- Pharmaceutical Sciences, M.S. (p. 1498)
- Pharmaceutical Sciences, Ph.D. (p. 1511)
- Pharmacy, M.S. (p. 1516)
HEALTH SERVICES RESEARCH IN PHARMACY, M.S.

The master's degree is a non-admitting program and students interested in the HSRP program should consult the HSRP PhD program (p. 1493) for program admissions and requirements. The MS-NSRP degree may still be earned on the way to a PhD degree dependent on student and advisor needs.

ADMISSIONS

This master's degree program is offered for work leading to the PhD. Students may not apply directly to the Master of Science in Health Services Research in Pharmacy and should instead see the admissions information for the PhD (https://guide.wisc.edu/graduate/pharmacy-school-wide/health-services-research-pharmacy-phd/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

HSRP faculty (https://pharmacy.wisc.edu/sasd/faculty-research/) believe in supporting graduate students in their quest for knowledge and research expertise; maintaining a range of graduate student funding mechanisms is a high priority. Graduate students are typically provided with tuition remission and stipend (salary) support as either teaching assistants, research assistants, or fellows. The minimum graduate stipend for 2021-22 is $20,500 for the academic year (Sept-May); note that these levels are adjusted annually. Such appointments include health insurance; see the Graduate Coordinator for details. In addition, incoming students are provided with new laptop computers for their learning and research endeavors and access to state-of-the-art statistical software. Travel grants (https://pharmacy.wisc.edu/handbook-sas/travel-support/) facilitate graduate student participation at national meetings. HSRP graduate students who are licensed pharmacists are typically encouraged to continue practicing part-time (e.g., on weekends), to maintain ties to the profession. See the School’s webpage for the latest on HSRP graduate funding (https://pharmacy.wisc.edu/programs/sas/tuition-financial-support/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
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Mode of Instruction Definitions

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**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Credit Requirement</th>
<th>Minimum Credit</th>
<th>Minimum Residence Credit</th>
<th>Minimum Graduate Coursework Requirement</th>
<th>Overall Graduate GPA Requirement</th>
<th>Other Grade Requirements</th>
<th>Assessments and Examinations</th>
<th>Language Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coursework</td>
<td></td>
<td>32 credits</td>
<td>16 credits</td>
<td>At least half of degree coursework (at least 16 credits out of 32 total credits) must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identifiable and searchable in the university’s Course Guide (<a href="https://register.wisc.edu/course-guide/">https://register.wisc.edu/course-guide/</a>).</td>
<td>3.00 GPA required for graduate-level courses (numbered 300 and above, excluding research) to receive a degree.</td>
<td>Candidates may be dropped from the program if they receive more than 7 credits of grades at the BC level or lower. This applies to formal courses, seminars, and research credits.</td>
<td>A formal master’s thesis based on original research is required and must be defended orally. For specific details, see <a href="https://pharmacy.wisc.edu/handbook-sas/ms-degree-requirements/ms-thesis-and-examination/">https://pharmacy.wisc.edu/handbook-sas/ms-degree-requirements/ms-thesis-and-examination/</a></td>
<td>Only candidates with an emphasis in the history of pharmacy are required to attain competence in foreign language. Contact the School’s Graduate Programs Coordinator for more information.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

At least 9 credits in core courses, 9 credits in methods of research and analysis, and 11 credits in specialty/advanced courses are required.
Core Seminar Courses
Select two of the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>S&amp;A PHM 701</td>
<td>Grant Writing for Health Services Research</td>
<td>4</td>
</tr>
<tr>
<td>S&amp;A PHM 702</td>
<td>Mixed Methods for Health Sciences: Purpose, Design and Approach</td>
<td></td>
</tr>
<tr>
<td>S&amp;A PHM 703</td>
<td>Community Engagement in Health Services Research</td>
<td></td>
</tr>
<tr>
<td>S&amp;A PHM 704</td>
<td>Dissemination, Implementation and Sustainment of Change in Health Services Research</td>
<td></td>
</tr>
</tbody>
</table>

Core Principles
Select one of the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>S&amp;A PHM 715</td>
<td>Social Behavioral Theories in Pharmacy, Drug Use, and Health Behavior</td>
<td></td>
</tr>
</tbody>
</table>

Methods of Research and Analysis
Select from approved lists:

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
</tr>
</tbody>
</table>

- Additional Research methods (3 credits minimum)
- Analytic techniques (6 credits minimum)

Speciality and Advanced Coursework
Select in consultation with major professor

<table>
<thead>
<tr>
<th>Research (credit varies)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>S&amp;A PHM 990</td>
<td>Research</td>
</tr>
</tbody>
</table>

Total Credits 32

1 A minimum of 6 credits must be taken outside of the School of Pharmacy for the Specialty/Advanced requirement. The Specialty/Advanced credits may include no more than 2 additional credits of repeated S&A PHM 911 Research Seminar in Social & Administrative Pharmacy courses and/or a 3-credit HSRP core course. The Specialty/Advanced credits cannot include more than 5 total HSRP course credits.

**Policies**

**GRADUATE SCHOOL POLICIES**
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**
With program approval, students are allowed to count no more than 16 credits of graduate coursework from other institutions (the student must have graduate student status on the other institution's transcript at the time the courses were taken). Such courses should be presented to program faculty prior to one's first graduate semester and require the review/approval of at least two program faculty members. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW-Madison Undergraduate**
With program approval, students are allowed to count no more than 7 credits of UW-Madison courses numbered 700 or above (earned as a UW-Madison undergraduate or professional student) toward the M.S. Such courses should be presented to program faculty prior to one's first graduate semester and require the review/approval of at least two program faculty members.

**UW-Madison University Special**
With program approval, students are allowed to count no more than 7 credits of coursework numbered 700 or above taken as a UW-Madison Special student. Such courses should be presented to program faculty prior to one's first graduate semester and require the review/approval of at least two program faculty members. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**PROBATION**
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

**ADVISOR / COMMITTEE**
Students are required to maintain a program faculty member as an M.S. advisor through the duration of their studies. Students should select a permanent major professor before the end of the second semester enrolled in the program. Program graduate faculty monitor the progress of M.S. students annually.

Requirements for the composition of the HSRP M.S. thesis committee are presented at Guide Requirements tab.

**CREDITS PER TERM ALLOWED**
15 credits

**TIME CONSTRAINTS**
The HSRP M.S. is designed to be completed in two years.

Master's degree students who have been absent for five or more consecutive years lose all credits that were earned before their absence. Further, that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:
Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)

Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)

Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, postdoctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Pharmacy

Any student in a School of Pharmacy graduate program who feels that they have been treated unfairly by a faculty member, staff member, postdoc, or student has the right to have a complaint heard about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. The person whom the complaint is directed against must be an employee of the School of Pharmacy. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts.

Exclusions

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

Requirements for Programs

The School of Pharmacy requires that each director of graduate studies (DGS) serve as a grievance advisor for the school. The program must notify students of the grievance advisors, including posting the grievance advisor’s names in the program handbook. The student will be able to select the grievance advisor of the student’s choice and does not need to use the grievance advisor from the student’s program.

A grievance advisor may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance. If students would like to seek guidance at this informal step, the student can contact the Assistant Dean of Diversity, Equity, and Inclusion, the DGS for the student’s program, or the UW Ombuds Office.

3. Should a satisfactory resolution not be achieved AND the complaint does not involve an academic program, the procedure outlined in Step 6 below should be followed. Should a satisfactory resolution not be achieved in step 2, the student should contact an SOP grievance advisor of one’s choice to discuss the complaint. The grievance advisor should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance and should occur within 10 days of notifying the grievance advisor. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved including individuals, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 working days from the date the formal written grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

a. The grievance advisor will convene a SOP faculty committee with at least 3 members to facilitate the grievance following step b. The faculty committee, through the grievance advisor, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor will inform this person that their response will be shared with the student filing the grievance.

b. The faculty committee, through the grievance advisor, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor will inform this person that their response will be shared with the student filing the grievance.

c. The grievance advisor will share the response with the student filing the grievance.
d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SOP Associate Dean for Research and Graduate Education within 10 working days from the date of notification of the program's faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The associate dean or their designee will make a final decision within 20 working days of receipt of the committee's recommendation.
   d. The SOP Associate Dean for Research and Graduate Education must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Pharmacy decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

8. Program faculty believe in supporting graduate students and a range of funding mechanisms are possible; graduate students are often provided with tuition remission and funding support either as teaching assistants, project assistants or fellows. In addition, new students are provided with new laptop computers for their learning and research endeavors, access to state-of-the-art statistical software and support, and travel grants to present their research at national meetings.

The School of Pharmacy student body, along with those from other UW-Madison health professional schools, participates in a number of annual "Lunch and Learn" events throughout the academic year to build community and talk about other challenges regarding diversity, equity, inclusivity, and climate in higher education.

LEARNING OUTCOMES

1. Demonstrate an advanced critical knowledge and in-depth application of economic, policy, and/or social behavioral analyses to the study of the interrelationships between pharmacy, pharmaceutical services, health care systems, and patients.
2. Formulate research questions, design experiments to test hypotheses, apply appropriate quantitative and qualitative methods, and evaluate evidence relevant to questions in health economics, health care systems, healthcare organization and management, outcomes research, health care policy, and pharmacy services.
3. Communicate, both orally and in writing, scientific knowledge, research findings, and/or core principles effectively to a range of audiences.

PEOPLE

A list of Health Services Research in Pharmacy (HSRP) graduate faculty and their respective areas of research specialization is available from the division website (https://pharmacy.wisc.edu/about-us/divisions/sas-division/faculty-research/) and related links.

HEALTH SERVICES RESEARCH IN PHARMACY, PH.D.

The Health Services Research in Pharmacy (HSRP) provides a rigorous background in a range of disciplines critical to preparing the next generation of health services researchers. The program's interdisciplinary approach combines theories and concepts from fields such as economics, sociology, psychology, management sciences, education, epidemiology, industrial/safety engineering, history, and law. The UW–Madison Division of Health Services Research in Pharmacy, which administers the degree, has a national reputation for its research productivity, extramural funding support, publication record, and teaching. The HSRP Graduate Program at UW–Madison has educated generations of researchers who have taken challenging leadership and advisory positions in academia, industry, and government. Our faculty members and graduates have provided influential roles in communicating research findings to the public, policy makers, pharmacists, and other health care professionals to improve health outcomes, patient care, medication use, and the healthcare system. UW–Madison’s Sonderregger Research Center (https://pharmacy.wisc.edu/src/) (SRC) is housed at the School of Pharmacy and complements graduate student interactions with faculty, enriching student exposure with other researchers in the field.

About the Program

The program was renamed from the Social and Administrative Sciences in Pharmacy (SAS) Ph.D. Program. Students who earn degrees in the Fall of 2019 and later will earn the degree name Health Services Research in Pharmacy.
The objective of the HRSP graduate program is to prepare students for independent, theory-based research, leading to new knowledge and understanding of medication use, patient and provider communication and behaviors, health outcomes, patient safety, and healthcare systems. Further, it evaluates the need for pharmacists to fulfill various roles, such as clinical practitioner, drug consultant, and drug distribution system manager, in order to meet the needs of diverse patients, providers, and organizations that use pharmacy services. This is accomplished by integrating knowledge of pharmacy and pharmaceuticals with theories and concepts from numerous disciplines. The name change to HSRP was driven by faculty recognition of the policy orientation of much of its work, whether related to standards of care, practice innovations, reimbursement, safety, or a focus on patient-centeredness. There was also acknowledgement of the division’s scholarship as involving the examination of multiple health services, and being significantly broader than “pharmacy” research only. The new name better reflects the training offered and the career trajectory of its graduates.

Why Consider a Graduate Degree in Health Services Research in Pharmacy at the University of Wisconsin—Madison

Students in the HRSP graduate program have the advantages of studying at a world class institution of higher learning. Courses may be taken from a wide range of academic units, providing access to top instructors and researchers. The HRSP graduate program has considerable curricular flexibility, and can be tailored to individual student interests. As program faculty have a broad range of knowledge and expertise, students can specialize in diverse areas of emphasis.

UW–Madison (https://www.youtube.com/watch?v=XTJA5alrisQ&feature=youtu.be) is one of the nation’s most prolific research universities, located on the shore of Lake Mendota in the state’s vibrant capital city. The city of Madison (https://madison.wisc.edu/) is consistently recognized as one of the best cities in the nation in multiple categories for quality of life. Visit grad.wisc.edu (http://grad.wisc.edu) to learn more about the many reasons to choose UW–Madison for graduate study.

The Graduate Student Handbook (https://pharmacy.wisc.edu/handbook-sas/) is a resource for additional information.

POST-GRADUATE INFORMATION

Placement information for recent HSRP alumni is updated yearly; see the program website. (https://pharmacy.wisc.edu/programs/sas/student-outcomes/) HRSP has a rich history of creating future pharmacy educators, as Wisconsin HRSP PhD alumni are faculty members at schools and colleges of pharmacy across the United States and abroad. Prospective students interested in careers in academic pharmacy are encouraged to explore resources from the American Association of Colleges of Pharmacy (https://aacp.org/). Beyond academia, common career setting options are in the pharmaceutical industry, contract research organizations, managed care, nonprofit research centers, and government entities. In non-academic settings, alumni have titles such as director for health economics and outcomes research; health researcher for patient safety and quality; social researcher; research scientist; director of pharmacy; director for global market access, pricing, and policy.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 3</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply_requirements/#english-proficiency">https://grad.wisc.edu/apply_requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Academic backgrounds in public health, sociology, industrial/systems engineering, or economics are well suited for graduate study in HSRP. A professional degree in pharmacy is helpful, but not required. Those with pharmacy-type work experience or a degree in a related field are invited to inquire about the compatibility of their background for admissions purposes. If you seek to apply your knowledge and skills to pharmacy or medication-related research at the highest levels, contact us. You can earn the Ph.D. in Health Services Research in Pharmacy with emphasis in any of the diverse areas of concentration within our program.

Please see admissions (https://pharmacy.wisc.edu/programs/sas/admissions/) on the program website for a link to the application and a description of the required supplementary materials. Applications are only considered at the yearly January deadline, for matriculation in the following fall semester. Applications are not reviewed at any other time during the year. If one does not hold a research-based master’s degree at the time of application, but is interested in the Ph.D. degree, that Ph.D. intent should be in the application (and if admitted, such students would typically pursue an M.S. in HSRP on the way to the Ph.D.).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

HRSP faculty (https://pharmacy.wisc.edu/sasd/faculty-research/) believe in supporting graduate students in their quest for knowledge and research expertise; maintaining a range of graduate student funding mechanisms is a high priority. Graduate students are typically
provided with tuition remission and stipend (salary) support as either teaching assistants, research assistants, or fellows. The minimum graduate stipend for 2021-22 is $20,500 for the academic year (Sept-May); note that these levels are adjusted annually. Such appointments include health insurance; see the Graduate Coordinator for details. In addition, incoming students are provided with new laptop computers for their learning and research endeavors and access to state-of-the-art statistical software. Travel grants (https://pharmacy.wisc.edu/handbook-sas/travel-support/) facilitate graduate student participation at national meetings. The Sonderegger Research Center is another source for funding, with the availability of annual dissertation grants. HSRP graduate students who are licensed pharmacists are typically encouraged to continue practicing part-time (e.g., on weekends), to maintain ties to the profession. See the School’s webpage for the latest on HSRP graduate funding (https://pharmacy.wisc.edu/programs/sas/tuition-financial-support/).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

At least 14 credits in core courses (seminar and core principles and methods), 15 credits in research and analysis (additional research methods, analytic techniques), and 22 credits in specialty/advanced courses is required.

| Code         | Title                              | Credits |
|--------------|                                    |---------|
| S&A PHM 701  | Grant Writing for Health Services Research | 8       |
Core Methods and Principles
Select all of the following: 6
- S&A PHM 711 Research Methods for Pharmaceutical Outcomes and Policy Research
- S&A PHM 715 Social Behavioral Theories in Pharmacy, Drug Use, and Health Behavior

Research and Analysis
Methods (Select from approved list in consultation with major professor.) 3-9
Analytic Techniques (Select from approved list in consultation with major professor.) 6-12

Specialty and Advanced Coursework 22
Select in consultation with major professor:
- Minor (Option A or Option B)
- Other Elective Courses
- Research (credit varies)

Foreign Languages (History Concentration only). Ph.D. students with a history concentration must achieve reading ability in two foreign languages and take a minimum of 3 credits in methods of research and analysis.

Total Credits 51

POLICIES

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MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
If accepted into the HSRP Ph.D. program with a master’s degree equivalent to an M.S. (HSRP) degree and with program approval, students are allowed to count no more than 24 credits of graduate coursework from other institutions (the student must have graduate student status on the other institution’s transcript at the time the courses were taken) towards the Ph.D. at UW–Madison. Such courses should be presented to program faculty prior to one’s first graduate semester and require the review/approval of at least two program faculty members. coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits earned as a UW–Madison undergraduate may be used toward achieving the 24 credits beyond the M.S. that are required for the Ph.D. in HSRP.

UW–Madison University Special
No credits earned as a UW–Madison Special student may be used toward achieving the 24 credits beyond the M.S. that are required for the Ph.D. in HSRP.

PROBATION
A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full-time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE
All students in the Ph.D. program are required to have a major professor/advisor through the duration of their studies. Students should select a permanent major professor before the end of the second semester enrolled in the program. Program graduate faculty monitor the progress of Ph.D. students annually.

Composition requirements of the HSRP Ph.D. oral preliminary examination committee are located in the Student Handbook; this same committee typically also serves as the dissertation final oral defense committee.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
A candidate for a doctoral degree who fails to take the final oral defense and deposit the dissertation within five years after passing the preliminary examinations may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
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• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
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Procedures
1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance. If students would like to seek guidance at this informal step, the student can contact the Assistant Dean of Diversity, Equity, and Inclusion, the DGS for the student’s program, or the UW Ombuds Office.
3. Should a satisfactory resolution not be achieved AND the complaint does not involve an academic program, the procedure outlined in Step 6 below should be followed. Should a satisfactory resolution not be achieved in step 2, the student should contact an SOP grievance advisor of one's choice to discuss the complaint. The grievance advisor should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance and should occur within 10 days of notifying the grievance advisor. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student's satisfaction, the student may submit a formal grievance to the grievance advisor in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved including individuals, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 working days from the date the formal written grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor will convene a SOP faculty committee with at least 3 members to facilitate the grievance following step b, c, and d. The grievance advisor assumes the role of coordinator. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition will include at least one member from outside the student’s home program.
   b. The faculty committee, through the grievance advisor, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SOP Associate Dean for Research and Graduate Education within 10 working days from the date of notification of the program's faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the associate dean or their designee
will meet with both the grievant and the person or persons toward whom the grievance is directed.

- The associate dean or their designee will make a final decision within 20 working days of receipt of the committee's recommendation.
- The SOP Associate Dean for Research and Graduate Education must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Pharmacy decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

**OTHER**

Program faculty believe in supporting graduate students and a range of funding mechanisms are possible; graduate students are often provided with tuition remission and funding support either as teaching assistants, project assistants or fellows. In addition, new students are provided with new laptop computers for their learning and research endeavors, access to state-of-the-art statistical software and support, and travel grants to present their research at national meetings.

**LEARNING OUTCOMES**

1. Demonstrate an advanced critical knowledge and in-depth application of economic, policy, and/or social behavioral analyses to the study of the interrelationships between pharmacy, pharmaceutical services, health care systems, and patients.

2. Formulate research questions, design experiments to test hypotheses, apply appropriate quantitative and qualitative methods, and evaluate evidence relevant to questions in health economics, health care systems, healthcare organization and management, outcomes research, health care policy, and pharmacy services.

3. Communicate, both orally and in writing, scientific knowledge, research findings, and/or core principles effectively to a range of audiences.

**PEOPLE**

A list of Health Services Research in Pharmacy (HSRP) graduate faculty and their respective areas of research specialization is available from the division website (https://pharmacy.wisc.edu/about-us/divisions/sas-division/faculty-research/) and related links.

**PHARMACEUTICAL SCIENCES, DOCTORAL MINOR**

**ADMISSIONS**

Candidates for the minor should have an undergraduate degree in biochemistry, chemistry, engineering, or one of the biological or medical sciences. A minimum graduate GPA of 3.0 (on a 4.0 scale) is required.

Minor Advisor. The School of Pharmacy’s Assistant Dean for Graduate Studies will serve initially as the minor adviser, with the opportunity to select a Division of Pharmaceutical Sciences faculty member (https://pharmacy.wisc.edu/psd/faculty-research/) as the minor advisor if appropriate. The minor advisor will help the student select coursework appropriate for the student’s minor program.

**REQUIREMENTS**

A minimum of 9 credits must be earned in coursework selected from 600/700-level courses offered by faculty in the Division of Pharmaceutical Sciences (http://guide.wisc.edu/courses/phm_sci/). Any 600-level course selected must be a “graduate”-designated course.

Students must maintain a cumulative average of B or better in all minor courses, with no grade lower than BC. Courses must be graded (A–F); that is, courses taken pass-fail, satisfactory-unsatisfactory, or for audit **may not be used** toward Minor Option A in Pharmaceutical Sciences.

The student must complete the minor coursework by the time they are ready for their preliminary examination in their major program.

The minor advisor is authorized to sign the preliminary warrant in the student’s major program if the minor requirements have been met.

**PHARMACEUTICAL SCIENCES, M.S.**

The School of Pharmacy offers professional Master of Science degrees in Pharmaceutical Sciences under the “named option” designation. These named-option master’s degrees provide students with knowledge and skills that are directly applicable to the pharmaceutical and biopharmaceutical industries.

- The Applied Drug Development (p. 1500) named option allows students to earn their Master of Science degree in Pharmaceutical Sciences through coursework that explores various facets of the drug development process.
The Psychoactive Pharmaceutical Investigation (p. 1504) named option allows students to earn their Master of Science degree in Pharmaceutical Sciences through interdisciplinary coursework covering the discovery, development, and clinical application of psychoactive drugs as therapeutic agents.

The Division of Pharmaceutical Sciences (https://pharmacy.wisc.edu/psd/) does not currently accept applications for a terminal research-based master’s in pharmaceutical sciences. Prospective students may not apply for a research master’s degree program, and should instead see information about the Ph.D (p. 1511).

**ADMISSIONS**

Students apply to the Master of Science named options in Pharmaceutical Sciences through the following paths:

- M.S. Named Option in Applied Drug Development (p. 1500)
- M.S. Named Option in Psychoactive Pharmaceutical Investigation (p. 1504)

Students interested in a research-based graduate degree in Pharmaceutical Sciences apply to the Ph.D. program through the following path:

- Ph.D. in Pharmaceutical Sciences (p. 1511)

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

The Master of Science Pharmaceutical Sciences named option programs do not offer financial support in the form of graduate assistantships. Graduate students enrolled in the Master of Science named option programs are not permitted to accept any research, project, or teaching assistantship positions that would waive tuition or provide tuition remission. However, students may contact the Office of Student Financial Aid (https://financialaid.wisc.edu/) to discuss federal loan programs and other lending opportunities.

Students seeking the PhD in Pharmaceutical Sciences should see this Guide page (p. 1512).

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Candidates will be dropped from the program if they receive more than 7 credits of grades at the BC level or lower. This applies to formal courses and research credits.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

Select a Named Option for courses required.

**NAMED OPTIONS**

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the M.S. in Pharmaceutical Sciences must select one of the following named options:

View as list
View as grid

- PHARMACEUTICAL SCIENCES: APPLIED DRUG DEVELOPMENT, M.S. (P. 1500)
- PHARMACEUTICAL SCIENCES: PSYCHOACTIVE PHARMACEUTICAL INVESTIGATION, M.S. (P. 1504)
- PHARMACEUTICAL SCIENCES: RESEARCH, M.S. (P. 1507)

**POLICIES**

Students should refer to one of the named options for policy information:

- M.S. Named Option in Applied Drug Development (p. 1500)
- M.S. Named Option in Psychoactive Pharmaceutical Investigation (p. 1504)
- M.S. Named Option in Research (non-admitting degree) (p. 1504)
- Ph.D. in Pharmaceutical Sciences (https://guide.wisc.edu/graduate/pharmacy-school-wide/pharmaceutical-sciences-phd/)
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate critical knowledge and in-depth understanding of principles in pharmaceutical sciences and in the student's area of expertise.
2. Identify important research questions, formulate testable hypotheses, and design experiments to test those hypotheses.
3. Conduct research that contributes to the student's field of study.
4. Communicate scientific knowledge and research results effectively to a range of audiences.
5. Apply ethical principles in conducting scientific research.

PEOPLE

The Pharmaceutical Sciences Graduate Program has educated generations of scientists for challenging positions in industry, academia, and government.

Students should refer to the following for the named option master's degree faculty listings:

- M.S. Named Option in Applied Drug Development - Faculty (https://pharmacy.wisc.edu/academics/applied-drug-development/faculty-staff/)
- M.S. Named Option in Psychoactive Pharmaceutical Investigation - Faculty (https://pharmacy.wisc.edu/academics/psychoactive-pharmaceutical-investigation/faculty-staff/)

Students should refer to the following for the research-based Ph.D. degree faculty information:

- Pharmaceutical Sciences Research Faculty (https://pharmacy.wisc.edu/psd/faculty-research/)

PHARMACEUTICAL SCIENCES: APPLIED DRUG DEVELOPMENT, M.S.

This is a named option in the Pharmaceutical Sciences M.S. (p. 1498)

Are you a STEM major who is interested in a career in the biopharmaceutical industry? The Division of Pharmaceutical Sciences (https://pharmacy.wisc.edu/psd/) at the School of Pharmacy offers the Master of Science (MS) in Pharmaceutical Sciences degree named option "Applied Drug Development." The program provides a rigorous background in a range of disciplines that are critical to the success of the next generation of pharmaceutical scientists. The program's accelerated one-year applied training combines relevant aspects of drug development with hands-on laboratories culminating with a capstone internship.

Science: The pharmaceutical sciences are emphasized in courses that cover literature comprehension, biostatistics, pharmacokinetics and pharmacodynamics, pharmacology and instrumentation methods.

Pharmaceutical Industry: Industry-specific content is covered in courses that describe regulatory practice, the drug development process, working in a regulated environment (GxP) and pharmaceutical economics and management.

Project-Based Internship: This summer course provides the opportunity for students to utilize all the components of the program as they work in a relevant internship position.

This degree was crafted with extensive input from the biopharmaceutical industry. The faculty are a mix of experts from industry and academia. This program may be completed in one calendar year (September–August) or at a slower pace.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>July 31</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 31</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit for the summer term.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>2</td>
</tr>
</tbody>
</table>

Accepted students commonly have strong scientific backgrounds and a desire to work in the biopharmaceutical industry. Students with undergraduate degrees in the physical or biological sciences, engineering, pharmacy, and related fields are encouraged to apply.

Please see admissions on the program website for the application deadline and required supplemental materials. Related links describe frequently-asked admissions questions, selection criteria, and typical pharmaceutical career paths for various undergraduate majors.
FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

Program Information

Students enrolled in the Master of Science in Applied Drug Development are not allowed to accept research assistantships, teaching assistantships, project assistantships or other University appointments which grant waivers of tuition and/or academic fees. Accepting an assistantship or tuition waiver while enrolled in the program may lead to removal of the student from the M.S. in Pharmaceutical Sciences-Applied Drug Development student cohort. Corporate tuition support is not included in these categories, nor is the waiver of tuition due to veteran status. Students may contact the Office of Student Financial Aid (https://financialaid.wisc.edu/) to discuss federal loan programs and other lending opportunities.

Requirements

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

Mode of Instruction

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Candidates will be dropped from the program if they receive more than 7 credits of grades at the BC level or lower.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>The program expects the M.S. candidate to complete a project-based internship (summative research internship) under guidance of an approved mentor.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUISITED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHM SCI 750</td>
<td>The Drug Development Process</td>
<td>3</td>
</tr>
<tr>
<td>PHM SCI 751</td>
<td>Introduction to Regulatory Practice</td>
<td>3</td>
</tr>
<tr>
<td>PHM SCI 759</td>
<td>Current Trends in Drug Discovery and Development</td>
<td>1</td>
</tr>
<tr>
<td>PHM SCI 752</td>
<td>GxP (Good Practice): Working in a Regulated Environment</td>
<td>3</td>
</tr>
<tr>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
<td>3</td>
</tr>
<tr>
<td>PHM SCI 755</td>
<td>Laboratory and Instrumentation Methods</td>
<td>3</td>
</tr>
<tr>
<td>PHM SCI 753</td>
<td>Pharmaceutical Economics and Project Management</td>
<td>3</td>
</tr>
<tr>
<td>PHM SCI 760</td>
<td>Summative Research Internship</td>
<td>4</td>
</tr>
<tr>
<td>PHM SCI 768 or PHM SCI/M&amp;ENVTOX/ONCOLOGY/PHMCOL-M/POP HLTH 625</td>
<td>Pharmacokinetics Toxicology I</td>
<td>3</td>
</tr>
</tbody>
</table>

Drugs Action (select 4 credits from the following)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHMCOL-M 781</td>
<td>Molecular and Cellular Principles in Pharmacology</td>
<td>4</td>
</tr>
<tr>
<td>PHARMACY 770 &amp; PHARMACY 771</td>
<td>CNS Drug Designs, Actions, and Applications I and CNS Drug Designs, Actions, and Applications II</td>
<td>4</td>
</tr>
</tbody>
</table>
While the program offers an accelerated 1-year path, students may also choose a 2- or 3-year path.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

No graduate work from other institutions is accepted.

UW–Madison Undergraduate

With program approval, students are allowed to count no more than 7 credits of UW–Madison courses numbered 500 or above (earned as a UW–Madison undergraduate) toward the M.S. degree. Coursework should be presented to the SoP graduate dean in the first semester of enrollment for consideration. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, the program will allow up to 12 credits taken as a special student in the Applied Drug Development Capstone Certificate to count toward the MS-Pharmaceutical Sciences-Applied Drug Development named option. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards).
2. Probation (not progressing according to standards but permitted to enroll; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor).

ADVISOR / COMMITTEE

Students will be assigned an advisor within the program; students will have an approved mentor for their capstone project.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for all graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Pharmacy

Any student in a School of Pharmacy graduate program who feels that they have been treated unfairly by a faculty member, staff member, postdoc, or student has the right to have a complaint heard about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. The person whom the complaint is directed against must be an employee of the School of Pharmacy. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts.

Exclusions

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

Requirements for Programs
The School of Pharmacy requires that each director of graduate studies (DGS) serve as a grievance advisor for the school. The program must notify students of the grievance advisors, including posting the grievance advisor’s names in the program handbook. The student will be able to select the grievance advisor of the student’s choice and does not need to use the grievance advisor from the student’s program.

A grievance advisor may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance. If students would like to seek guidance at this informal step, the student can contact the Assistant Dean of Diversity, Equity, and Inclusion, the DGS for the student’s program, or the UW Ombuds Office.

3. Should a satisfactory resolution not be achieved AND the complaint does not involve an academic program, the procedure outlined in Step 6 below should be followed. Should a satisfactory resolution not be achieved in step 2, the student should contact an SOP grievance advisor of one’s choice to discuss the complaint. The grievance advisor should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance and should occur within 10 days of notifying the grievance advisor. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved including individuals, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 working days from the date the formal written grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

a. The grievance advisor will convene a SOP faculty committee with at least 3 members to facilitate the grievance following step b, c, and d. The grievance advisor assumes the role of coordinator. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition will include at least one member from outside the student’s home program.

b. The faculty committee, through the grievance advisor, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor will inform this person that their response will be shared with the student filing the grievance.

c. The grievance advisor will share the response with the student filing the grievance.

d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SOP Associate Dean for Research and Graduate Education within 10 working days from the date of notification of the program’s faculty committee. The following steps will occur:

a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

b. The associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.

c. The associate dean or their designee will make a final decision within 20 working days of receipt of the committee’s recommendation.

d. The SOP Associate Dean for Research and Graduate Education must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Pharmacy decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

The Pharmaceutical Sciences Graduate Program has educated generations of scientists for challenging positions in industry, academia, and government. The faculty for the MS Applied Drug Development consists of experts in industry and academia affiliated with the School of Pharmacy. The Applied Drug Development faculty list is available on the School of Pharmacy website (https://pharmacy.wisc.edu/academics/applied-drug-development/faculty-staff/).
**PHARMACEUTICAL SCIENCES: PSYCHOACTIVE PHARMACEUTICAL INVESTIGATION, M.S.**

This is a named option in the Pharmaceutical Sciences M.S. (p. 1498)

The Division of Pharmaceutical Sciences (https://pharmacy.wisc.edu/psd/) at the School of Pharmacy offers the Master of Science (MS) in Pharmaceutical Sciences degree named option “Psychoactive Pharmaceutical Investigations.”

Leaders in the psychoactive pharmaceutical and biopharmaceutical industries—including companies focused on cannabis, psychedelics, and entheogens—are seeking employees with advanced degrees, appropriate skills, and rigorous ethical and legal standards. With a uniquely interdisciplinary faculty and curriculum, the PPI master’s program prepares you to meet their needs, while giving you the background and in-demand skills needed to begin your career with an advantage, whether you are looking to compete in industry/academia research, government, nonprofit, or healthcare positions.

**Curriculum Content Areas:** Medicinal Chemistry, Pharmacology, Psychiatry, Pharmaceutical Sciences, Law, Ethics, Addiction Medicine, Counseling Psychology, Neuroscience, Biostatistics, History of Medicine, Pharmacokinetics, and Ethnobotany.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>July 31</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 31</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g. GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>2</td>
</tr>
</tbody>
</table>

Students with undergraduate degrees in the physical or biological sciences, engineering, pharmacy, and related fields are encouraged to apply. Students with a liberal arts degree who also have strong science elective credit may also be competitive for this program.

Please see admissions on the program website for application information and required supplemental materials. Related links describe frequently-asked admissions questions, selection criteria, and typical pharmaceutical career paths for various undergraduate majors.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM INFORMATION**

Students enrolled in the Master of Science in Psychoactive Pharmaceutical Investigation are not allowed to accept research assistantships, teaching assistantships, project assistantships or other University appointments which grant waivers of tuition and/or academic fees. Accepting an assistantship or tuition waiver while enrolled in the program may lead to removal of the student from the M.S. in Pharmaceutical Sciences-Psychoactive Pharmaceutical Investigation student cohort. Corporate tuition support is not included in these categories, nor is the waiver of tuition due to veteran status. Students may contact the Office of Student Financial Aid (https://financialaid.wisc.edu/) to discuss federal loan programs and other lending opportunities.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>31 Credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 Credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (16 credits out of 31 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Candidates will be dropped from the program if they receive more than 7 credits of grades at the BC level or lower. This applies to formal courses and research credits.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>This program expects the M.S. candidate to successfully meet all program requirements</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

**Pharmaceutical Sciences Core (12 credits)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHM SCI 750</td>
<td>The Drug Development Process</td>
<td>3</td>
</tr>
<tr>
<td>PHM SCI 759</td>
<td>Current Trends in Drug Discovery and Development</td>
<td>1</td>
</tr>
<tr>
<td>PHARMACY 800</td>
<td>Research Ethics: Scientific Integrity and the Responsible Conduct of Research</td>
<td>2</td>
</tr>
<tr>
<td>PHM SCI 751</td>
<td>Introduction to Regulatory Practice</td>
<td>3</td>
</tr>
<tr>
<td>PHM SCI 753</td>
<td>Pharmaceutical Economics and Project Management</td>
<td>3</td>
</tr>
</tbody>
</table>

**Psychoactive Pharmaceuticals Core (13 credits)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHARMACY 563</td>
<td>Drug History: Dangerous Drugs and Magic Bullets</td>
<td>2</td>
</tr>
<tr>
<td>PHARMACY 612</td>
<td>Legal Structures for Controlled Substances</td>
<td>1</td>
</tr>
<tr>
<td>PHARMACY 640</td>
<td>Appropriate Use of Abused Drugs</td>
<td>2</td>
</tr>
<tr>
<td>PHARMACY 671</td>
<td>Psychedelic Drugs in Science and Society</td>
<td>2</td>
</tr>
<tr>
<td>PHARMACY 674</td>
<td>Cannabinoids in Science and Society</td>
<td>2</td>
</tr>
<tr>
<td>PHARMACY 770</td>
<td>CNS Drug Designs, Actions, and Applications I</td>
<td>2</td>
</tr>
</tbody>
</table>

PHARMACY 771 | CNS Drug Designs, Actions, and Applications II | 2       |

Required Elective Credits (select 2 courses, total of 6 credits)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M I/STAT 541</td>
<td>Introduction to Biostatistics</td>
<td>3</td>
</tr>
<tr>
<td>or PHM SCI 768</td>
<td>Pharmacokinetics</td>
<td></td>
</tr>
<tr>
<td>or BOTANY/ AMER IND/ ANTHRO 474</td>
<td>Ethnobotany</td>
<td></td>
</tr>
<tr>
<td>NTP 632</td>
<td>Neuroscience of Psychedelics</td>
<td>3</td>
</tr>
<tr>
<td>or PHARMACY 564</td>
<td>Psychedelic History: Sacred Plants, Science &amp; Psychotherapy</td>
<td></td>
</tr>
<tr>
<td>PHARM SCI 699</td>
<td>Advanced Independent Study</td>
<td>3</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

No graduate work from other institutions is accepted.

UW–Madison Undergraduate

With program approval, students are allowed to count no more than 7 credits of UW–Madison courses numbered 500 or above (earned as a UW–Madison undergraduate) toward the M.S. degree. Coursework should be presented to the SoP graduate dean in the first semester of enrollment for consideration. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, the program will allow up to 12 credits taken as a special student in the Applied Drug Development or Psychoactive Pharmaceutical Investigation Capstone Certificates to count toward the MS-Pharmaceutical Sciences, Psychoactive Pharmaceutical Investigation named option. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards).
2. Probation (not progressing according to standards but permitted to enroll; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor).

ADVISOR/COMMITTEE
Students will be assigned an advisor within the program; students will have an approved mentor for their capstone project.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of programdepartmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Pharmacy
Any student in a School of Pharmacy graduate program who feels that they have been treated unfairly by a faculty member, staff member, postdoc, or student has the right to have a complaint heard about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. The person whom the complaint is directed against must be an employee of the School of Pharmacy. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts.

Exclusions
This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

Requirements for Programs
The School of Pharmacy requires that each director of graduate studies (DGS) serve as a grievance advisor for the school. The program must notify students of the grievance advisors, including posting the grievance advisor’s names in the program handbook. The student will be able to select the grievance advisor of the student’s choice and does not need to use the grievance advisor from the student’s program.

A grievance advisor may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https:// grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance. If students would like to seek guidance at this informal step, the student can contact the Assistant Dean of Diversity, Equity, and Inclusion, the DGS for the student’s program, or the UW Ombuds Office.

3. Should a satisfactory resolution not be achieved AND the complaint does not involve an academic program, the procedure outlined in Step 6 below should be followed. Should a satisfactory resolution not be achieved in step 2, the student should contact an SOP grievance advisor of one’s choice to discuss the complaint. The grievance advisor should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance and should occur within 10 days of notifying the grievance advisor. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved including individuals, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 working days from the date the formal written grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor will convene a SOP faculty committee with at least 3 members to facilitate the grievance following step b, c, and d. The grievance advisor assumes the role of coordinator. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition will include at least one member from outside the student’s home program.
   b. The faculty committee, through the grievance advisor, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SOP Associate Dean for Research and Graduate Education within 10 working days from the date of notification of the program’s faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The associate dean or their designee will make a final decision within 20 working days of receipt of the committee’s recommendation.
   d. The SOP Associate Dean for Research and Graduate Education must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Pharmacy decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).
NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated:</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend:</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Face-to-Face:</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Hybrid:</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Online:</td>
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<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

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- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
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**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum Credit</th>
<th>Graduation Requirement</th>
<th>Minimum Residence Credit</th>
<th>Residence Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
<td>16 credits</td>
<td>16 credits</td>
<td>16 credits</td>
</tr>
</tbody>
</table>

**Minimum Graduate Coursework Requirement**

Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)

**Overall Graduate GPA Requirement**

3.00 GPA required.

**Other Grade Requirements**

Candidates will be dropped from the program if they receive more than 7 credits of grades at the BC level or lower. This applies to formal courses and research credits.

**Assessments and Examinations**

The program expects the M.S. candidate to engage in a research project of a scope appropriate to the time devoted to earning the degree. The results of the research must be described in an M.S. thesis. The thesis must be both presented and defended before the student’s M.S. thesis committee.

**Language Requirements**

No language requirements.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHM SCI 780</td>
<td>Principles of Pharmaceutical Sciences</td>
<td>3</td>
</tr>
</tbody>
</table>

Select at least two of the following core courses: 6

- PHM SCI 768 Pharmacokinetics
- PHM SCI 786 Natural Product Synthesis, Biosynthesis and Drug Discovery
- BIOCHEM/PHMCOL-M/ ZOOLOGY 630 Cellular Signal Transduction, Mechanisms

**Research ethics/responsible conduct of research course**

Students should seek written approval from the School of Pharmacy’s Graduate Studies Office prior to taking an ethics/responsible conduct of research course other than PHARMACY 800, to make sure the course fulfills the degree requirement.

**Three additional credits from the Drug Action, Drug Delivery, or Drug Discovery electives.**

Courses with the graduate attribute in the following subject listings can count toward this requirement:

ANATOMY, ANAT&PHYS, BIOCHEM, BSE, BIOLOGY, BME, BMOLCHEM, BMI, BOTANY, CRB, CBE, CHEM, COMP BIO, COMP SCI, ECE, EP, FAM MED, FOOD SCI, GENETICS, H ONCOL, ISY E, MS & E, MATH, MD GENET, M M&I, MED PHYS, MED SC-M, MED SC-V, MEDICINE, MICRBOIO, M&ENVTOX, MOL BIOL, NEUROL, NEURODPT, NTP, NURSING, NUTR, SCI, ONCOLOGY, PATH-BIO, PATH, PHM SCI, PHMCOL-M, PHYSICS, PL PATH, PSYCH, RADIOL, SOIL SCI, SURGERY, SURG SCI, ZOOLOGY. A list of popular elective courses at this level taken by recent Pharmaceutical Sciences graduate students is maintained at https://pharmacy.wisc.edu/programs/pharmsci/curriculum/electives (https://pharmacy.wisc.edu/programs/pharmsci/curriculum/electives/).

**Seminar & Research**

- PHM SCI 931 Pharmaceutical Sciences Seminar (required every fall term during enrollment as a graduate student in the program) ¹
- PHM SCI 932 Pharmaceutical Sciences Seminar (required every spring during enrollment as a graduate student in the program) ¹
- PHM SCI 990 Research ²

¹ Seminar is required every fall and spring semester during enrollment as a graduate student in the program.
² Research credits are typically taken every semester in the program, beginning in the second semester. Credits will vary.

To enhance a required core curriculum, an individualized course of study is planned with a faculty advisor. Faculty advisors have the option to require additional courses beyond the minimum requirements listed above.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies...
beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions (the student must have graduate student status on the other institution's transcript at the time the courses were taken). coursework should be presented to the SoP graduate dean in the first semester of enrollment for consideration. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, students are allowed to count no more than 7 credits of UW–Madison courses numbered 500 or above (earned as a UW–Madison undergraduate) toward the M.S. degree. coursework should be presented to the SoP graduate dean in the first semester of enrollment for consideration. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 9 credits of coursework numbered 500 or above taken as a UW–Madison special student. coursework should be presented to the SoP graduate dean in the first semester of enrollment for consideration. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

**ADVISOR / COMMITTEE**

Students are required to maintain a pharmaceutical sciences faculty member as an M.S. advisor through the duration of their studies. Typically a permanent advisor is found by the end of one’s first semester.

An M.S. thesis committee in the Pharmaceutical Sciences Division (PSD) consists of at least three graduate faculty members of the PSD (one of whom is the student’s thesis advisor).

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeeabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Grievance Policy for Graduate Programs in the School of Pharmacy**

Any student in a School of Pharmacy graduate program who feels that they have been treated unfairly by a faculty member, staff member, postdoc, or student has the right to have a complaint heard about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. The person whom the complaint is directed against must be an employee of the School of Pharmacy. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts.

**Exclusions**

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.
Requirements for Programs

The School of Pharmacy requires that each director of graduate studies (DGS) serve as a grievance advisor for the school. The program must notify students of the grievance advisors, including posting the grievance advisor’s names in the program handbook. The student will be able to select the grievance advisor of the student’s choice and does not need to use the grievance advisor from the student’s program.

A grievance advisor may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance. If students would like to seek guidance at this informal step, the student can contact the Assistant Dean of Diversity, Equity, and Inclusion, the DGS for the student’s program, or the UW Ombuds Office.
3. Should a satisfactory resolution not be achieved AND the complaint does not involve an academic program, the procedure outlined in Step 6 below should be followed. Should a satisfactory resolution not be achieved in step 2, the student should contact an SOP grievance advisor of one’s choice to discuss the complaint. The grievance advisor should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance and should occur within 10 days of notifying the grievance advisor. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved including individuals, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 working days from the date the formal written grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor will convene a SOP faculty committee with at least 3 members to facilitate the grievance following step b, c, and d. The grievance advisor assumes the role of coordinator. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee.
   b. The faculty committee, through the grievance advisor, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SOP Associate Dean for Research and Graduate Education within 10 working days from the date of notification of the program’s faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The associate dean or their designee will make a final decision within 20 working days of receipt of the committee’s recommendation.
   d. The SOP Associate Dean for Research and Graduate Education must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
7. The student may file an appeal of the School of Pharmacy decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Other

First-year students are typically offered fellowships and School of Pharmacy teaching assistantships in their initial two semesters. Funding as research assistants is assumed by the student’s principal investigator/thesis advisor in the first summer. Subsequently (year 2 and beyond), students are funded by RA-ships, TA-ships and via other extramural funding (fellowship) support.

Professional Development

Graduate School Resources

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
The Pharmaceutical Sciences Graduate Program has educated generations of scientists for challenging positions in industry, academia, and government.

Students should refer to the following for the named option master's degree faculty listings:

- M.S. Named Option in Applied Drug Development - Faculty (https://pharmacy.wisc.edu/academics/applied-drug-development/faculty-staff/)
- M.S. Named Option in Psychoactive Pharmaceutical Investigation - Faculty (https://pharmacy.wisc.edu/academics/psychoactive-pharmaceutical-investigation/faculty-staff/)

Students should refer to the following for the research-based Ph.D. degree faculty information:

- Pharmaceutical Sciences Research Faculty (https://pharmacy.wisc.edu/psd/faculty-research/)

The Division of Pharmaceutical Sciences (https://pharmacy.wisc.edu/psd) at the School of Pharmacy offers the doctor of philosophy (Ph.D.) degree in pharmaceutical sciences. The program provides a rigorous background in a range of scientific disciplines that are critical to the success of the next generation of pharmaceutical scientists. The program's interdisciplinary training combines pharmaceutically relevant aspects of classical disciplines such as chemistry, biology, and engineering. Students earn a Ph.D. in Pharmaceutical Sciences, concentrating in one of three research cores: Drug Discovery, Drug Action, or Drug Delivery. Extensive communication and collaboration occur between these cores, mirroring the importance of interdisciplinary research teams in the pharmaceutical field. See this program overview flyer (https://pharmacy.wisc.edu/wp-content/uploads/pharmsci-programinfo.pdf) for more detailed information regarding current faculty research directions.

Research in Drug Discovery (https://pharmacy.wisc.edu/psd/drug-discovery-core/) focuses on areas related to medicinal chemistry, such as small molecule development, natural products isolation and characterization, organic synthesis, chemical biology, and rational drug design.

Drug Action (https://pharmacy.wisc.edu/psd/drug-action-core/) focuses on areas related to pharmacology, toxicology, cellular differentiation, development, and disease. Interests include the impact of drugs and toxins on biological systems, mechanisms of normal biology, and mechanisms of disease. These are studied at the cellular, genetic, molecular, and biochemical levels using diverse model systems.

Drug Delivery (https://pharmacy.wisc.edu/psd/drug-delivery-core/) (pharmaceutics) emphasizes principles in physical chemistry and drug transport, aiming for advances in formulation, drug targeting, and multimodal therapy. Delivery research includes the solid-state chemistry of drugs, nano-pharmacy, biocompatibility, molecular recognition, computational chemistry, pharmacokinetics, and molecular imaging.

The UW–Madison Pharmaceutical Sciences Division has been recognized for its research productivity, extramural funding support, publication record and teaching.

UW–Madison (https://www.youtube.com/watch?v=XTJASalrisQ&feature=youtu.be) is one of the nation's most prolific research universities, located on the shore of Lake Mendota in the state's vibrant capital city. The city of Madison (https://madison.wisc.edu/) is consistently recognized as one of the best cities in the nation in multiple categories for quality of life. Visit grad.wisc.edu (http://grad.wisc.edu/) to learn more about the many reasons to choose UW–Madison for graduate study.

**POSTGRADUATE INFORMATION**

Recent program graduates have found employment in a variety of industrial settings or in prestigious postdoctoral academic research labs. Opportunities in research and development roles for pharmaceutical, chemical, biotechnology and other innovation-minded companies are a common postgraduate path; some graduates eventually achieve faculty positions at small colleges or at larger research institutions. By partnering with other units on campus, the program has increased career services such that students can sharpen their professional and communication skills and reach a larger network of potential employers. The program graduated 46 Ph.D.s from 2012 to 2017; over 90 percent of these recent alumni were professionally placed (i.e., working in the field) within six months of graduation. For more information on first professional placement following graduation, see employers of recent PharmSci graduates (https://pharmacy.wisc.edu/programs/pharmsci/student-outcomes/). The School's Graduate Coordinator can be consulted for specific career information (both initial placement and longer-term employment information regarding Ph.D. alumni).

**FACILITIES**

The Pharmaceutical Sciences Division is housed in Rennebohm Hall (http://www.pharmacy.wisc.edu/about-school/rennebohm-hall/), a seven-story, state-of-the-art facility that opened in 2001 and offers 120,000 assignable square feet. The Pharmaceutical Sciences Division comprises floors 4 to 7 of Rennebohm Hall and features 34 laboratories; affiliate Pharmaceutical Sciences graduate faculty and their labs are housed in other campus buildings. Located on the northwest edge of campus, Rennebohm Hall is in close proximity to the Health Sciences Learning Center (home of the UW School of Medicine and Public Health, or SMPH), UW Hospital and Clinics, the UW Institute for Clinical and Translational Research (ICTR), the Waisman Center, the Wisconsin Institutes for Medical Research (WIMR), SMPH’s Center for Human Genomics and Precision Medicine, the School of Veterinary Medicine, the School of Nursing, and Ebling Library for the Health Sciences. Many researchers affiliated with Wisconsin’s Carbone Comprehensive Cancer Center work within these adjacent facilities.

Exceptional research facilities and equipment are highlighted by the school's Analytical Instrumentation Center (AIC) (http://www.pharmacy.wisc.edu/aic/), comprising mass spectrometry, nuclear magnetic resonance, spectroscopy, and spectrophotometry facilities. The AIC’s high-tech instrumentation expedites the isolation and full structural elucidation of small molecules. These chemical entities can be subsequently evaluated via high throughput screening toward lead generation, or specifically utilized to prove novel biological phenomenon toward in-depth mechanistic study. The division offers centralized
facilities for computer-aided drug and catalyst design, real-time PCR, gene array detectors, gas chromatographs, high-pressure liquid chromatographs, cell culture, ultra-centrifuges, scintillation counters, and animal care for a variety of species.

The School of Pharmacy’s Lenor Zeeh Pharmaceutical Experiment Station (http://www.pharmacy.wisc.edu/zstation/) is a not-for-profit, self-sustaining center of expertise serving faculty researchers across the UW–Madison campus as well as private-sector drug product development. The station provides laboratory services related to compound physical/chemical characterization and basic formulation development to support preclinical development of promising drug candidates and other unmet pharmaceutical-related needs. Pharmaceutical Sciences graduate students are eligible to participate in summer project assistantships at the station. Pharmaceutical Sciences also houses the university’s Medicinal Chemistry Center (https://pharmacy.wisc.edu/mcc/), whose mission is to provide drug discovery expertise to the UW medical community and drive translational research at UW–Madison through designing and synthesizing novel small molecule-based therapeutics. Pharmaceutical Sciences faculty direct the MCC. A Nanotechnology Center for Drug Delivery (https://pharmacy.wisc.edu/school-launches-new-nanotechnology-center-for-drug-delivery/) began in 2018, aiming to improve the efficacy of new drug leads.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 27</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Please see the Graduate School’s information on English proficiency testing requirements. (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
</tbody>
</table>

Accepted students commonly have strong scientific backgrounds, a passion for research, and significant laboratory experience. Students with undergraduate degrees in the physical or biological sciences, engineering, pharmacy, and related fields are encouraged to apply. Students who have earned masters degrees are also welcomed to apply, but a masters degree is not a requirement. One may apply directly to the Pharmaceutical Sciences Ph.D. program with a bachelor’s degree background (as long as a bachelor’s degree would be completed by the time one would begin graduate studies).

Please see admissions (https://pharmacy.wisc.edu/programs/pharmsci/admissions/) on the program website for the application deadline and required supplemental materials. Related links describe frequently-asked admissions questions (https://pharmacy.wisc.edu/programs/pharmsci/admissions/faqs/), selection criteria (https://pharmacy.wisc.edu/programs/pharmsci/admissions/selection-criteria/), and typical pharmaceutical research paths for various undergraduate majors (https://pharmacy.wisc.edu/programs/pharmsci/admissions/undergraduate-research-paths/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial support is provided to all graduate students in Pharmaceutical Sciences through a combined mechanism of fellowships, teaching assistantships, research assistantships, and project assistantships. Financial support typically extends for the full duration of a student’s graduate study. Funding packages for first-year students in the PhD program are provided by the School of Pharmacy and consist of a mixture of fellowships and/or teaching assistant support. In addition, first-year students typically are provided $2000 in flexible funds to aid in the transition to Madison. After the first academic year, students are supported by their thesis advisor through research or teaching assistantship appointments (some students earn funding via federally supported predoctoral fellowships or campus training grants). All students receive a stipend (the recommended minimum level for students in the division is $29,000 for 2021-22, a figure that is adjusted annually), full tuition remission (waiver), and most of the cost of reasonably priced, comprehensive health insurance for the duration of their PhD studies, if they retain good academic standing and a faculty advisor. For more details, see this program-specific funding page (https://pharmacy.wisc.edu/academics/pharmsci/tuition-financial-aid/).

Travel grants are available annually; the program has funding to provide seven graduate students with grants each year. Students who are presenting at scientific conferences are preferred applicants; awards range from $1000–$1500. Most students are additionally supported in scientific conference travel via faculty funds.

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement

Minimum Residence Credit Requirement

Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)).

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

Candidates may be dropped from the program if they receive more than 7 credits of grades at the BC level or lower. This applies to formal courses and research credits.

Assessments and Examinations

The preliminary examination is expected to be completed before the beginning of the third year of graduate study. For specifics regarding the preliminary examination’s structure and requirements, see Preliminary Examination in the PSD Student Handbook (https://students.pharmacy.wisc.edu/pharmsci-handbook/o-preliminary-exam (https://students.pharmacy.wisc.edu/pharmsci-handbook/o-preliminary-exam/)).


REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHM SCI 780</td>
<td>Principles of Pharmaceutical Sciences</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Select at least two of the following core courses:</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>PHM SCI 768 Pharmacokinetics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>PHM SCI 786 Natural Product Synthesis, Biosynthesis and Drug Discovery</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOCHEM/PHMCOL-M/ZOOLOGY 630</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Research ethics/responsible conduct of research course</td>
<td>1</td>
</tr>
</tbody>
</table>

Students should seek written approval from the School of Pharmacy’s Graduate Studies Office prior to taking an ethics/responsible conduct of research course other than PHARMACY 800, to make sure the course fulfills the degree requirement.

Three additional credits from the Drug Action, Drug Delivery, or Drug Discovery electives. | 3 |

Courses with the graduate attribute in the following subject listings can count toward this requirement: ANATOMY, ANAT&PHYS, BIOCHEM, BSE, BIOLOGY, BME, BMOLCHEM, BMI, BOTANY, CRB, CBE, CHEM, COMP BIO, COMP SCI, ECE, EP, FAM MED, FOOD SCI, GENETICS, H ONCOL, ISY E, MS & E, MATH, MED GENET, M M&I, MED PHYS, MED SC-M, MED SC-V, MEDICINE, MICROBIO, M&ENVTOX, MOL BIOL, NEUROL, NEURODPT, NTP, NURSING, NUTR, SCI, ONCOLOGY, PATH-BIO, PATH, PHM SCI, PHMCOL-M, PHYSICS, PL PATH, PSYCH, RADIOL, SOIL SCI, SURGERY, SURG SCI, ZOOLOGY. A list of popular elective courses at this level taken by recent Pharmaceutical Sciences graduate students is maintained at https://pharmacy.wisc.edu/programs/pharmsci/curriculum/electives/(https://pharmacy.wisc.edu/programs/pharmsci/curriculum/electives)/.

Seminar & Research

PHM SCI 931 Pharmaceutical Sciences Seminar (required every fall term during enrollment as a graduate student in the program) 1

PHM SCI 932 Pharmaceutical Sciences Seminar (required every spring during enrollment as a graduate student in the program) 1

PHM SCI 990 Research 2

1 Seminar is required every fall and spring semester during enrollment as a graduate student in the program.

2 Research credits are typically taken every semester in the program, beginning in the second semester. Credits will vary.
To enhance a required core curriculum, an individualized course of study is planned with a faculty advisor. Faculty advisors have the option to require additional courses beyond the minimum requirements listed above.

Policies

Graduate School Policies

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

Major-Specific Policies

Prior Coursework

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 15 credits of graduate coursework from other institutions (the student must have graduate student status on the other institution’s transcript at the time the courses were taken). Coursework should be presented to the SoP graduate dean in the first semester of enrollment for consideration. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With approval of the School of Pharmacy’s graduate studies dean, students are allowed to count no more than 7 credits of UW–Madison courses numbered 500 or above (earned as a UW–Madison undergraduate) toward the Ph.D. Coursework should be presented to the SoP graduate dean in the first semester of enrollment for consideration. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 500 or above taken as a UW–Madison special student toward the Ph.D. Coursework should be presented to the SoP graduate dean in the first semester of enrollment for consideration. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

Probation

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

Advisor / Committee

All students in the Ph.D. program are required to have a major professor/advisor through the duration of their studies. Typically a permanent advisor is found by the end of one’s first semester.

All students are required to conduct an annual progress meeting with their thesis committee each year. The meeting should be completed by the end of August of each consecutive academic year. In years where the preliminary exam or the Ph.D. thesis defense are scheduled, these events may substitute for the annual progress meeting. For details on the annual progress report, see the PSD Student Handbook (https://students.pharmacy.wisc.edu/pharmsci-handbook/). For details on the composition requirements of the Ph.D. preliminary exam/thesis committee, see Thesis Committee (https://students.pharmacy.wisc.edu/pharmsci-handbook/l-thesis-committee/) in the PSD Student Handbook.

Credits Per Term Allowed

15 credits

Time Constraints

It is expected that Ph.D. major course requirements will be completed by the end of year two in the program. A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

Grievances and Appeals

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Pharmacy

Any student in a School of Pharmacy graduate program who feels that they have been treated unfairly by a faculty member, staff member, postdoc, or student has the right to have a complaint heard about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall
not be subject to intimidation, discipline, or retaliation because of such activity. The person whom the complaint is directed against must be an employee of the School of Pharmacy. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts.

Exclusions

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

Requirements for Programs

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Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is uncomfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance. If students would like to seek guidance at this informal step, the student can contact the Assistant Dean of Diversity, Equity, and Inclusion, the DGS for the student’s program, or the UW Ombuds Office.

3. Should a satisfactory resolution not be achieved AND the complaint does not involve an academic program, the procedure outlined in Step 6 below should be followed. Should a satisfactory resolution not be achieved in step 2, the student should contact an SOP grievance advisor of one’s choice to discuss the complaint. The grievance advisor should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance and should occur within 10 days of notifying the grievance advisor. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved including individuals, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 working days from the date the formal written grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

   a. The grievance advisor will convene a SOP faculty committee with at least 3 members to facilitate the grievance following step b, c, and d. The grievance advisor assumes the role of coordinator. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition will include at least one member from outside the student’s home program.

   b. The faculty committee, through the grievance advisor, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor will inform this person that their response will be shared with the student filing the grievance.

   c. The grievance advisor will share the response with the student filing the grievance.

   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SOP Associate Dean for Research and Graduate Education within 10 working days from the date of notification of the program’s faculty committee. The following steps will occur:

   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

   b. The associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.

   c. The associate dean or their designee will make a final decision within 20 working days of receipt of the committee’s recommendation.

   d. The SOP Associate Dean for Research and Graduate Education must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Pharmacy decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER

First-year students are typically offered fellowships and School of Pharmacy teaching assistantships in their initial two semesters. Funding as research assistants is assumed by the student’s principal investigator/thesis advisor in the first summer. Subsequently (year 2 and beyond), students are funded by RA-ships, TA-ships and via other extramural funding (fellowship) support.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

Professional development opportunities for Pharmaceutical Sciences graduate students include annual performance reviews by their respective thesis committee, providing constructive criticism regarding each student's academic and research progress. Further, each student, beginning in one's second year, gives an annual seminar to one's research core (Drug Discovery, Drug Action, or Drug Delivery), providing an additional community of support and feedback. Moreover, the Pharmaceutical Sciences Seminar series welcomes numerous academic and industrial scientists throughout the year; students have regular opportunities to meet such leaders in small settings. The division's annual poster session brings the community together and is another forum for research interaction.

The UW-Madison student chapter of the American Association of Pharmaceutical Scientists (AAPS) is vibrant and active, providing a wide variety of career development "workshops" and discussion "roundtable" events with scientists and faculty. AAPS also selects and hosts an annual industrial-based scientist as a speaker. Many students attend the Pharmaceutics Graduate Student Research Meeting (PGSRM) each summer, a graduate student-organized conference for graduate students across the upper Midwest (UW-Madison will host such in summer 2019). A parallel student-led medicinal chemistry-oriented conference (MIKI) is another annual opportunity.

There are a wide variety of opportunities for STEM-based graduate students to develop entrepreneurial and business skills. These include the Morgridge Entrepreneurial Bootcamp (https://bus.wisc.edu/degrees-programs/non-business-majors/morgridge-entrepreneurial-bootcamp/), WiSolve Consulting Group (https://www.wisolve.org/), the graduate certificates (https://wbs.wisc.edu/programs-degrees/certificates/) in Entrepreneurship or Strategic Innovation, and many others, summarized by the School of Business' Insite Guide. (https://apps.wsb.wisc.edu/in-site-entrepreneurship-guide/)

The program is committed to graduate students organizing an all-day retreat every other summer; such events typically involve career exploration and professional development themes. Informational interviews are organized with PhD alumni, either in person or via Skype, to help students understand various post-graduate opportunities. Graduate students who aspire to develop as instructors and future faculty can work with the School's Director of Graduate Studies for appropriate teaching assistant opportunities that will challenge them in this realm (complementing the ample campus resources for teaching/learning (https://teachlearnprovost.wisc.edu/)).

LEARNING OUTCOMES

1. Demonstrate critical knowledge and in-depth understanding of principles in the student's area of expertise.
2. Identify important research questions, formulate testable hypotheses, and design experiments to test those hypotheses.
3. Conduct original research that contributes to the student's field of study.
4. Communicate scientific knowledge and research results effectively to a range of audiences.
5. Apply ethical principles in conducting scientific research.

PEOPLE

A list of Pharmaceutical Sciences graduate faculty and their respective areas of research specialization is available from the division website (https://pharmacy.wisc.edu/psd/faculty-research/) and related links. The Pharmaceutical Sciences Graduate Program has educated generations of scientists for challenging positions in industry, academia, and government.

PHARMACY, M.S.

The pharmacy master's program is a two-year, combined pharmacy administrative residency (an ASHP Accredited (https://accred.ashp.org/aps/pages/directory/residencyprogramsearch.aspx) PGY-1 and PGY-2, hosted by the UW Health Department of Pharmacy) and academic degree program, which culminates in a M.S. degree, emphasizing health system pharmacy management and leadership. Applicants must be eligible for licensure as a pharmacist in the State of Wisconsin at the point of beginning the program. The program is designed to provide the pharmacy resident/graduate student with a solid academic foundation and experience in the administration of exemplary pharmaceutical services across an integrated health system.

The primary objective of the program is to develop health system pharmacy administrators who are trained and prepared to immediately assume administrative leadership positions within large, integrated health care delivery systems at the level of managers and assistant directors, and eventually as directors of pharmacy. These positions include oversight of pharmacy operations, clinical programs, medication safety, new business development, supply chain, etc. Residents complete clinical and management rotations in the first year of the program, and advanced administrative and elective rotations in the second year (chosen from a variety of settings, as desired by the resident). The curriculum's flexibility allows for specialization in administrative areas that best complement the student's career goals. Resident activities are varied in scope, depending on each individual's background and areas of interest.

See the detailed program overview (including a description of rotations; program strengths; resident competency objectives; projects; presentation, teaching, and travel opportunities).

The UW Health Department of Pharmacy is a leader in the profession, and a leader within the University of Wisconsin Hospital & Clinics in the areas of technology assessment, new business development, information technology, patient safety, resource utilization and regulatory compliance. In 2006, this residency program proudly accepted the inaugural ASHP Foundation Pharmacy Residency Program Excellence Award for producing leaders across the profession.
ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>April 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>0</td>
</tr>
</tbody>
</table>

This is a combined MS degree and post-graduate residency training program. Thus, two applications must be submitted.

The first is through the standard Pharmacy Online Residency Centralized Application Service (PhORCAS). For additional details of this application process, see the area regarding "pharmacy administrative residency--applying to the program" on the UW Health website (http://www.uwhealth.org/health-professionals/internships/pharmacy-administrative-residency/applying/31924/). Applications are due in early January; the exact date will be listed on the PhORCAS website.

The second application is for the MS Pharmacy and is submitted to the UW Graduate School, with an application deadline of April 1.

The program begins in mid-June and M.S. coursework begins in early September.

Applications are not reviewed at any other time during the year. Applicants to the M.S. program must be eligible for licensure as a pharmacist in Wisconsin due to the program’s pharmacy residency requirements.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

STIPEND/BENEFITS

Students received an annual stipend while participating in this program. Stipends are updated annually and commensurate with other pharmacy residency positions.

Each resident receives 144 hours of PTO (paid time off) annually, inclusive of vacation, holiday, and sick time. As employees of the School of Pharmacy, residents receive health, dental, and vision insurance benefits and full access to the University of Wisconsin–Madison’s recreational, educational, and cultural facilities. Tuition costs and university “segregated fees” are paid for by the UW Health Department of Pharmacy. Funding is available for attendance at professional meetings.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>36 credits</td>
</tr>
<tr>
<td>Credit</td>
<td>Requirement</td>
</tr>
<tr>
<td>Minimum</td>
<td>36 credits</td>
</tr>
<tr>
<td>Residence</td>
<td>Credit</td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement

18 credits must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/). Overall Graduate GPA Requirement

3.00 GPA required. Other Grade Requirements

Candidates may be dropped from the program if they receive more than 7 credits of grades at the BC level or lower. This applies to formal courses, seminars, and research credits.

Assessments and Examinations

A master’s research project is required.

Language Requirements

English

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 710</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>I SYE 515</td>
<td>Engineering Management of Continuous Process Improvement</td>
<td>3</td>
</tr>
<tr>
<td>I SYE/PSYCH 859</td>
<td>Special Topics in Human Factors Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>MHR 705</td>
<td>Human Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>OTM/MARKETNG 421</td>
<td>Fundamentals of Supply Chain Management</td>
<td>3</td>
</tr>
<tr>
<td>PHM PRAC 617</td>
<td>Health System Pharmacy Data Analysis and Informatics</td>
<td>2</td>
</tr>
<tr>
<td>PHM PRAC 699</td>
<td>Advanced Independent Study</td>
<td>3</td>
</tr>
<tr>
<td>PHM PRAC 961</td>
<td>Graduate Seminar in Health-System Pharmacy</td>
<td>1</td>
</tr>
<tr>
<td>PHM PRAC 962</td>
<td>Graduate Seminar in Health-System Pharmacy</td>
<td>1</td>
</tr>
<tr>
<td>PHM PRAC 999</td>
<td>Advanced Independent Study</td>
<td>2</td>
</tr>
<tr>
<td>S&amp;A PHM 716</td>
<td>Advanced Hospital Pharmacy Administration</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Total Credits</td>
<td>24-26</td>
</tr>
</tbody>
</table>

ELECTIVE COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>I SYE 520</td>
<td>Quality Assurance Systems</td>
<td>3</td>
</tr>
<tr>
<td>I SYE 555</td>
<td>Human Performance and Accident Causation</td>
<td>3</td>
</tr>
<tr>
<td>I SYE/ MED PHYS 559</td>
<td>Patient Safety and Error Reduction in Healthcare</td>
<td>2</td>
</tr>
<tr>
<td>I SYE/PSYCH 653</td>
<td>Organization and Job Design</td>
<td>3</td>
</tr>
<tr>
<td>I SYE/PSYCH 859</td>
<td>Special Topics in Human Factors Engineering</td>
<td>1-3</td>
</tr>
<tr>
<td>I SYE/ POP HLTH 875</td>
<td>Cost Effectiveness Analysis in Health and Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>MHR 628</td>
<td>Negotiations</td>
<td>3</td>
</tr>
<tr>
<td>MHR 700</td>
<td>Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>MHR 704</td>
<td>Managing Behavior in Organizations</td>
<td>3</td>
</tr>
<tr>
<td>MHR 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
</tbody>
</table>

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

No coursework taken outside of UW–Madison may be used to fulfill course requirements in the M.S. degree.

UW–Madison Undergraduate

No coursework taken as a UW–Madison undergraduate may be used to fulfill course requirements in the M.S. degree.

UW-Madison University Special

No coursework taken as a UW–Madison special student may be used to fulfill course requirements in the M.S. degree.

PROBATION

The status of a student can be one of three options:

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

The UW Health Department of Pharmacy also has a disciplinary policy for its residents; contact the Department of Pharmacy for details.

ADVISOR / COMMITTEE

Students/residents are regularly reviewed by the UW Health Senior Director of Pharmacy and the program’s other preceptors.
CREDITS PER TERM ALLOWED
15 credits; students must maintain a minimum of 8 credits per semester.

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Further, that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Pharmacy
Any student in a School of Pharmacy graduate program who feels that they have been treated unfairly by a faculty member, staff member, postdoc, or student has the right to have a complaint heard about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. The person whom the complaint is directed against must be an employee of the School of Pharmacy. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts.

Exclusions
This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

Requirements for Programs
The School of Pharmacy requires that each director of graduate studies (DGS) serve as a grievance advisor for the school. The program must notify students of the grievance advisors, including posting the grievance advisor’s names in the program handbook. The student will be able to select the grievance advisor of the student’s choice and does not need to use the grievance advisor from the student’s program.

A grievance advisor may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures
1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance. If students would like to seek guidance at this informal step, the student can contact the Assistant Dean of Diversity, Equity, and Inclusion, the DGS for the student’s program, or the UW Ombuds Office.

3. Should a satisfactory resolution not be achieved AND the complaint does not involve an academic program, the procedure outlined in Step 6 below should be followed. Should a satisfactory resolution not be achieved in step 2, the student should contact an SOP grievance advisor of one’s choice to discuss the complaint. The grievance advisor should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance and should occur within 10 days of notifying the grievance advisor. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance including the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved including individuals, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

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   a. The grievance advisor will convene a SOP faculty committee with at least 3 members to facilitate the grievance following step b,
c, and d. The grievance advisor assumes the role of coordinator. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition will include at least one member from outside the student’s home program.

b. The faculty committee, through the grievance advisor, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor will inform this person that their response will be shared with the student filing the grievance.

c. The grievance advisor will share the response with the student filing the grievance.

d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

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a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

b. The associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.

c. The associate dean or their designee will make a final decision within 20 working days of receipt of the committee’s recommendation.

d. The SOP Associate Dean for Research and Graduate Education must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Pharmacy decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

OTHER

Find more information about the program here (https://careers.uwhealth.org/pharmacy-administrative-residency/).

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

Professional development opportunities for residents/students include those in the following presentation, teaching, travel, and other categories:

- **Presentation Opportunities**
  - Weekly resident seminars
  - Resident report presentations, educational presentations and in-services on clinical rotations
  - Team and staff meeting leadership
  - Leadership of monthly journal club discussions
  - Nursing and pharmacy student orientation to pharmacy services
  - Major projects are presented at the ASHP Midyear Clinical Meeting, Great Lakes Pharmacy Residents Conference, and Pharmacy Society of Wisconsin (PSW) Annual Meeting and Educational Conference

Teaching Opportunities

- Clinical Instructor status at the University of Wisconsin School of Pharmacy
- Lecturer and small group discussion leader for Drug Information class and participant in a Leadership Course led by our department within the UW School of Pharmacy
- Preceptorship of 4th year students on clinical rotation at UW Health
- Contribution to clinical faculty discussions with students
- Optional teaching certificate program for residents at area hospitals

Other Activities

- Weekly resident lunch seminars with hospital administrators to discuss administrative topics
- Patient and medication safety involvement
- Participation on various patient care committees
- Participation in resident community service projects
- Opportunities to interact with residents in the pharmacy practice, community practice, ambulatory, critical care, infectious disease, medication systems and operations, oncology, transplant, and specialty pharmacy residency programs
- Monthly coffees with the Senior Director of Pharmacy for UW Health

Travel

- ASHP Midyear Clinical Meeting
- Great Lakes Pharmacy Residents Conference
- Pharmacy Administrative Residency Exchange
- Site visits to other health systems and residency programs
- ASHP Leadership Conference
- Pharmacy Society of Wisconsin (PSW) Annual Meeting and Educational Conference

LEARNING OUTCOMES

1. Demonstrates the ability to design, implement, evaluate, optimize, and manage the medication use process using technology, automation, workflow design, application, and optimal skill mix.

2. Thoroughly understands the components of an integrated health system and the role of pharmacy across the continuum of care.

3. Displays knowledge and expertise in the development and coordination of medication use policy to standardize practice, provide optimal patient care, and impact the financial performance of the organization.

4. Demonstrates the ability to manage the supply chain, including inventory analysis, contract negotiation, purchasing, and drug shortage management.
5. Comprehends medication safety principles to ensure safe medication practices.

6. Effectively monitors the financial performance of the pharmacy department, including knowledge of budgeting concepts, reporting of variances, and revenue cycle optimization.

7. Understands the principles of human resource management, including recruitment, interviewing, hiring, performance management, discipline, and effective day-to-day supervision.

8. Demonstrates personal leadership qualities essential to operate effectively within a health system and advance the profession and practice of pharmacy.

PEOPLE


PHILOSOPHY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Philosophy, Doctoral Minor (p. 1521)
- Philosophy, M.A. (p. 1521)
- Philosophy, Ph.D. (p. 1524)

PEOPLE

Faculty: Professors Bengson, Brighouse, Clatterbuck, Fletcher, Gibson, Gottlieb, Kelleher, Mackay, Masrour, Messina, Nadler, Paul, Schechtman, Shafer-Landau, Shapiro, Sidelle, Sober, Southgate, Steinberg, Streiffer, Titelbaum, Vranas, Whittle.

PHILOSOPHY, M.A.

The Department of Philosophy offers work leading to the doctor of philosophy with a major in philosophy.

The M.A. is granted to Ph.D. program students when they pass their preliminary examinations and become a dissertation. When a student must leave the program early and is unable to complete a Ph.D., a terminal M.A. is granted upon satisfying the department’s criteria for a master’s degree.

The Ph.D. degree is awarded in recognition of a successfully completed program of advanced studies in philosophy, culminating in a dissertation which represents a contribution to philosophy or to philosophical scholarship.

The Ph.D. program falls into two major stages. The first consists of work that prepares the student for admission to candidacy for the Ph.D. degree. Studies during the first stage of the program are devoted to acquiring the philosophical skills and learning needed to do philosophy in the second stage when writing a successful dissertation.

The department offers five years of support to all incoming graduate students. Support begins with the first fall semester and continues for at least nine additional semesters, provided the student makes satisfactory academic progress and carries out duties acceptably as a graduate assistant.

The department assigns a faculty member as placement officer and devotes a significant portion of staff resources to help graduates find employment.

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (p. 1524).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

We offer five years of support to all incoming graduate students, beginning their first fall semester, and continuing for at least nine additional semesters, provided the student makes satisfactory academic progress and carries out duties acceptably as graduate assistants. The support may vary from year to year between assistantships and lectureships.

NOTE TO INTERNATIONAL STUDENTS

Please be advised that all students who are not US citizens must prove that they have the financial means to live and study in the United States, before they are granted a visa. For an explanation of this policy,
see International Applicant Financial Information (https://grad.wisc.edu/international-students/#financialinformation).

**ADDITIONAL FINANCIAL AID**

Citizens of the United States and permanent residents should contact Student Financial Services (https://financialaid.wisc.edu/) (phone: 608-262-3060) for more information on eligibility, how and when to apply, and types of aid.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>33 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>21 credits taken in PHILOS coursework</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>30 credits must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

**Other Grade Requirements**

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

**Assessments and Examinations**

None for the master’s degree.

**Language Requirements**

No language requirements. Students in the History of Philosophy area may find it important to take additional language courses in consultation with their advisor.

**REQUIRED COURSES**

At least 21 credits must be earned in philosophy courses numbered between 800 and 989. The remaining credits may be earned either by transferring credits from graduate-level work (with a maximum of 9 credits) or by taking courses at the 400–900 level.

No more than one course at the 400–600 level nor more than one course at the 700 level can count toward the credit-hour requirements for the M.A.

**Code**

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHILOS 902</td>
<td>Proseminar in Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHILOS 904</td>
<td>Teaching Philosophy</td>
<td>1</td>
</tr>
<tr>
<td><strong>History of Philosophy</strong></td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>PHILOS/CLASSICS 830</td>
<td>Advanced History of Philosophy</td>
<td></td>
</tr>
<tr>
<td>PHILOS 835</td>
<td>Advanced History of Philosophy</td>
<td></td>
</tr>
</tbody>
</table>

**900-level Seminars**

The number of courses a student takes on this list depends on how many credits are taken in history seminars, transferred credits, etc. Typically students take between seven and nine seminars at the 900 level, each at 3 credits. Three seminars must be in the major area; three seminars should be in other areas of philosophy.

**Code**

| PHILOS 903       | Seminar: Epistemology | 3 |
| PHILOS 911       | Seminar-Logic | 3 |
| PHILOS 916       | Seminar-Philosophy of Language | 3 |
| PHILOS 920       | Seminar-Philosophy of Science:Causation, Explanation & Probability | 3 |
| PHILOS 941       | Seminar-Ethics | 3 |
| PHILOS 951       | Seminar-Philosophy of Mind | 3 |
| PHILOS 955       | Seminar Social and Political Philosophy | 3 |
| PHILOS 960       | Metaphysics Seminar | 3 |

1 No more than one 701 course can count toward the 33-credit-hour requirement for the M.A. Students typically take one PHILOS 701 Reading Seminar course before advancing to candidacy/earning the M.A. degree.
GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program approval, students are allowed to count no more than 9 credits of coursework numbered 500 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master's is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects students to meet with their advisor on a regular basis.

The assistant to the chair serves as the advisor for the first year or so. Students then select an advisor and, as coursework and other requirements are completed, a committee of faculty is selected by the student to serve as advisors.

CREDITS PER TERM ALLOWED

12 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
The Department of Philosophy offers work leading to the doctor of philosophy with a major in philosophy. The M.A. is granted to Ph.D. program students when they pass their preliminary examinations and become a dissertator. When a student must leave the program early and is unable to complete a Ph.D., a terminal M.A. is granted upon satisfying the department’s criteria for a master’s degree.

The Ph.D. degree is awarded in recognition of a successfully completed program of advanced studies in philosophy, culminating in a dissertation which represents a contribution to philosophy or to philosophical scholarship.

The Ph.D. program falls into two major stages. The first consists of work that prepares the student for admission to candidacy for the Ph.D. degree. Studies during the first stage of the program are devoted to acquiring the philosophical skills and learning needed to do philosophy in the second stage when writing a successful dissertation.

The department offers five years of support to all incoming graduate students. Support begins with the first fall semester and continues for at least nine additional semesters, provided the student makes satisfactory academic progress and carries out duties acceptably as a graduate assistant.

The department assigns a faculty member as placement officer and devotes a significant portion of staff resources to help graduates find employment.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 5</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

For admission to the Ph.D. program with full graduate standing, a student must have completed the equivalent of a B.A. with a major in philosophy. Promising students who do not meet this requirement may be admitted with deficiencies provided that they have completed at least 12 credits in philosophy.

The deadline for applications is January 5. You must apply online by that date to be considered for admission.

The process begins with the application to the UW–Madison Graduate School (https://apply.grad.wisc.edu/Account/Login/?ReturnUrl=%2f).

Answer all required questions and be sure to submit the following:

1. Reasons for Study (also called Statement of Purpose)
2. Names of at least three professors and their email addresses for letters of recommendation
3. TOEFL or Melab scores if your native language is not English
4. Supplemental application (questionnaire about what philosophy courses you’ve already studied)
5. Writing sample (4,500–6,000 words recommended, which is 15–20 pages double-spaced, devoted to a philosophical subject)

GRE scores are not required and will not be looked at.

Every applicant whose native language is not English, or whose undergraduate instruction was not in English, must provide an English proficiency test score. Please see the specific English proficiency requirements here (https://grad.wisc.edu/admissions/requirements/).

If you have questions about the process of applying, contact Miriam Fagan, graduate coordinator, uwmadisongradprogram@philosophy.wisc.edu or 608-263-5278.
**Funding**

**Graduate School Resources**
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**Program Resources**
We offer five years of support to all incoming graduate students, beginning their first fall semester, and continuing for at least 9 additional semesters, provided the student makes satisfactory academic progress and carries out duties acceptably as graduate assistants. The support you receive may vary from year to year between assistantships and lectureships.

**Note to International Students**
Please be advised that all students who are not U.S. citizens must prove that they have the financial means to live and study in the United States, before they are granted a visa. For an explanation of this policy, see International Applicant Financial Information (https://grad.wisc.edu/ international-students/#financialinformation).

**Additional Financial Aid**
Citizens of the United States and permanent residents should contact Student Financial Services (https://financialaid.wisc.edu/) (phone: 608-262-3060) for more information on eligibility, how and when to apply, and types of aid.

**Requirements**

**Minimum Graduate School Requirements**
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**Major Requirements**

**Mode of Instruction**

<table>
<thead>
<tr>
<th>Mode to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face-to-Face</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**
- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

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<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>51 credits</td>
<td>32 credits; 27 credits must be taken in PHILOS coursework</td>
<td></td>
</tr>
<tr>
<td>All 51 credits except for 3 credits must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/">http://my.wisc.edu/</a> CourseGuideRedirect/BrowseByTitle (<a href="http://my.wisc.edu/">http://my.wisc.edu/</a> CourseGuideRedirect/BrowseByTitle/)).</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*For students seeking a dual Ph.D./J.D., 42 of 51 credits must be in graduate-level coursework.*

**Overall Graduate GPA Requirement**
3.00 GPA required.

**Other Grade Requirements**
The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Courses must be passed with a grade of B or better, except for PHILOS 701, which requires a grade of S.

**Assessments and Examinations**
Doctoral students must pass a preliminary examination, which includes a written exam, oral defense, and a dissertation proposal defense. Doctoral students are required to take a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required. Writing the dissertation, candidates must pass an oral defense of the completed dissertation.

**Language Requirements**
No language requirements. Students in the History of Philosophy area may find it important to take additional language courses in consultation with their advisor.

**Required Courses**

Students must complete the requirements for the Philosophy M.A. (p. 1522) in addition to those requirements, students must adhere to the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
</table>

Beyond the restriction at the MA level, only one more course may be at the 700 level.¹
Earn the remainder of the credits by taking directed research or thesis-prep courses (e.g., PHILOS 990 Research and Thesis).

1 Reading seminars: Each seminar meets with a concurrently offered reading seminar PHILOS 701 Reading Seminar. Students attend all the seminar meetings and do the readings, but have a substantially lighter workload, determined by the professor before the beginning of the semester. Students may take as many PHILOS 701 Reading Seminars as they like; however, only two PHILOS 701 Reading Seminars can count toward the seminar requirement for the Ph.D. No more than two PHILOS 701 Reading Seminars can be applied to the 51-credit-hour requirement for the Ph.D. Some students may take any other PHILOS seminar between 800 and 984 (excluding 990) instead of this requirement.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 6 credits of graduate coursework from other institutions. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 500 or above taken as a UW–Madison Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects students to meet with their advisor on a regular basis.

The Assistant to the Chair serves as the advisor for the first year or so. Students then select an advisor and, as coursework and other requirements are completed, a committee of faculty is selected by the student to serve as advisors. The primary advisor serves as the dissertation chair. The dissertation committee members (typically 3 faculty from the Department of Philosophy) serve as readers.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosu.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://dosu.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)
Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Expert ability to think critically about arguments.
2. Expert ability to interpret complex texts accurately and analyze them logically.
3. Ability to design curriculum for undergraduate courses in their areas of expertise and competence.
4. Ability to communicate very precisely and concisely in both writing and in speech.
5. In-depth familiarity with the history of Western philosophy and the major debates within that tradition.
6. Ability to write a book length manuscript which constitutes an original and valuable contribution to the field.
7. Interpretative charity, and intellectual honesty, which includes appropriate attribution to others of their ideas, and recognition and frankness about the limitations of one’s own ideas.
8. Fosters ethical and professional conduct.
9. Ability to engage in high quality undergraduate instruction in their areas of expertise and competence.
10. Well-equipped to pursue continuous professional development with respect to goals.

PEOPLE

FACULTY

More detail about each faculty member (https://www.physics.wisc.edu/people/faculty/) and the research areas (https://www.physics.wisc.edu/research/areas/) can be found on the Physics website.

Yang Bai, Associate Professor
Baha Balantekin, Eugene P. Wigner Professor
Vernon Barger, Vilas Professor and Van Vleck Professor
Keith Bechtol, Assistant Professor
Kevin Black, Professor
Stanislav Boldyrev, Professor
Uwe Bergmann, Martin L. Pearl Professor in Ultrafast X-Ray Science
Tulika Bose, Professor
Víctor Brar, Van Vleck Assistant Professor
Duncan Carlsmith, Professor
Daniel Chung, Professor
Susan Coppersmith, Robert E. Fassnacht Professor and Vilas Professor
Sridhara Dasu, Department Chair & Professor
Jan Egedal, Professor
Mark Eriksson, John Bardeen Professor
Lisa Everett, Professor
Ke Fang, Assistant Professor
Cary Forest, Prager Professor of Experimental Physics
Pupa Gilbert, Vilas Distinguished Achievement Professor
Francis Halzen, Gregory Breit Professor and Hilldale Professor
Kael Hanson, Professor, WIPAC Director
Aki Hashimoto, Professor
Matthew Herndon, Professor
Lev Ioffe, Honorary Associate
Robert Joynt, Professor
Albrecht Karle, Professor
Shimon Kolokowtiz, Assistant Professor
James Lawler, Arthur and Aurelia Schawlow Professor
Alex Levchenko, Professor
Lu Lu, Assistant Professor
Dan McCammon, Professor
Robert McDermott, Professor
Moritz Muenchmeyer, Assistant Professor
Marshall Onellion, Professor
Kimberly Palladino, Assistant Professor
Selin Pan, Associate Professor
Jeff Parker, Assistant Professor
Brian Rebel, Associate Professor
Mark Rzchowski, Associate Chair and Professor
Mark Saffman, Professor
John Sarff, Professor
Gary Shiu, Professor
Paul Terry, Professor
Peter Timbie, Professor
Justin Vandenbroucke, Associate Professor
Maxim Vavilov, Professor
Thad Walker, Professor
Susan Wang, Enrico Fermi Professor and Vilas Professor
Deniz Yavuz, Professor
Ellen Zweibel, William L Kraushaar Professor of Astronomy & Physics

AFFILIATED FACULTY

David Anderson, Professor, Electrical & Computer Engineering
Paul Campagnola, Professor, Biomedical Engineering
Jennifer Choy, Assistant Professor, Engineering Physics
Elena D’Onghia, Associate Professor, Astronomy
Chang-Beom Eom, Professor, Materials Science & Engineering
Chris Hegna, Professor, Engineering Physics
Sebastian Heinz, Professor, Astronomy
Mikhail Kats, Associate Professor, Electrical & Computer Engineering
Jason Kawasaki, Assistant Professor, Materials Science & Engineering
Alexandre Lazarian, Professor, Astronomy
Oliver Schmitz, Professor, Engineering Physics
Carl Sovinec, Professor, Engineering Physics

**PHYSICS, DOCTORAL MINOR**

**REQUIREMENTS**

The minor requirement in physics for non-physics students is 9 credits numbered above 300, each passed with a grade of B or better. The program must be approved by the Director of Graduate Studies (DGS) before it is completed.

**PHYSICS, M.A.**

**DEPARTMENT OVERVIEW**

The Department of Physics has a strong tradition of graduate study and research in astrophysics; atomic, molecular, and optical physics; condensed matter physics; high energy and particle physics; plasma physics; quantum computing; and string theory. There are many facilities for carrying out world-class research (https://www.physics.wisc.edu/research/areas/). We have a large professional staff: 45 full-time faculty (https://www.physics.wisc.edu/people/staff/) members, affiliated faculty members holding joint appointments with other departments, senior scientists, and postdocs. There are over 175 graduate students in the department who come from many countries around the world. More complete information on the graduate program, the faculty, and research groups is available at the department website (http://www.physics.wisc.edu).

Research specialties include:

**THEORETICAL PHYSICS**

Astrophysics; atomic, molecular, and optical physics; condensed matter physics; cosmology; elementary particle physics; nuclear physics; phenomenology; plasmas and fusion; quantum computing; statistical and thermal physics; string theory.

**EXPERIMENTAL PHYSICS**

Astrophysics; atomic, molecular, and optical physics; biophysics; condensed matter physics; cosmology; elementary particle physics; neutrino physics; experimental studies of superconductors; medical physics; nuclear physics; plasma physics; quantum computing; spectroscopy.

**M.A. DEGREE DETAILS**

The master of arts degree is a purely academic degree, requiring graduate course work and passage of the qualifying examination at the master’s level. It is designed to strengthen the student’s physics background and enhance the opportunities for employment as a physicist or in physics education.

**ADMISSIONS**

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 1538)

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and processes related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend</td>
<td>No</td>
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**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

Minimum 30 credits

Credit Requirement
MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
Prior coursework from other institutions may count toward any graduate degree in physics as allowed by the Graduate School policy on prior coursework.

UW–Madison Undergraduate
Up to 7 credits in courses numbered 500 or above may be used to satisfy minimum degree requirements.

UW–Madison University Special
With program approval and payment of difference in tuition (between Special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 500 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION
Grade of B or better in all coursework and a minimum cumulative graduate GPA of 3.0 are required.

ADVISOR / COMMITTEE
The director of graduate studies (DGS) serves as the academic advisor to all master of arts degree candidates. The DGS will meet regularly with the Master's candidate to monitor progress toward the degree.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
n/a

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students are encouraged to attend Graduate School sponsored Professional Development events and participate in Graduate School Professional Development resources, such as the Individual Development Plan (IDP).

LEARNING OUTCOMES

1. Mastery of the core physical concepts (classical mechanics, electricity and magnetism, quantum mechanics, and statistical mechanics).
2. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in physics.
3. Evaluates or synthesizes information pertaining to questions or challenges in physics.
4. Gains rudimentary awareness of physics research execution.
5. Communicates clearly in ways appropriate to the field of physics.

PEOPLE

FACULTY

More detail about each faculty member (https://www.physics.wisc.edu/people/faculty/) and the research areas (https://www.physics.wisc.edu/research/areas/) can be found on the Physics website.

Yang Bai, Associate Professor
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Aki Hashimoto, Professor
Matthew Herndon, Professor
Lev Ioffe, Honorary Associate
Robert Joynt, Professor
Albrecht Karle, Professor
Shimon Kolkowitz, Assistant Professor
James Lawler, Arthur and Aurelia Schawlow Professor
Alex Levchenko, Professor
Lu Lu, Assistant Professor
Dan McCammon, Professor
Robert McDermott, Professor
Moritz Muenchmeyer, Assistant Professor
Marshall Onellion, Professor
Kimberly Palladino, Assistant Professor
Yibin Pan, Associate Professor
Jeff Parker, Assistant Professor
Brian Rebel, Associate Professor
Mark Rzchowski, Associate Chair and Professor
Mark Saffman, Professor
John Sarff, Professor
Gary Shiu, Professor
Paul Terry, Professor
Peter Timbie, Professor
Justin Vandenbroucke, Associate Professor
Maxim Vavilov, Professor
Thad Walker, Professor
Sau Lan Wu, Enrico Fermi Professor and Vilas Professor
Deniz Yavuz, Professor
Ellen Zweibel, William L Kraushaar Professor of Astronomy & Physics

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Paul Campagnola, Professor, Biomedical Engineering
Jennifer Choy, Assistant Professor, Engineering Physics
Elena D’Onghia, Associate Professor, Astronomy
Chang-Beom Eom, Professor, Materials Science & Engineering
Chris Hegna, Professor, Engineering Physics
Sebastian Heinz, Professor, Astronomy
Mikhail Kats, Associate Professor, Electrical & Computer Engineering
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Astrophysics; atomic, molecular, and optical physics; biophysics; condensed matter physics; cosmology; elementary particle physics; neutrino physics; experimental studies of superconductors; medical physics; nuclear physics; plasma physics; quantum computing; spectroscopy.

**M.S. DEGREES**

The department offers the master science degree in physics, with two named options: Research and Quantum Computing. The M.S. Physics-Research option (p. 1535) is non-admitting, meaning it is only available to students pursuing their Ph.D. The M.S. Physics-Quantum Computing option (p. 1533) (MSPQC Program) is a professional master’s program in an accelerated format designed to be completed in one calendar year.

**ADMISSIONS**

Students apply to the Master of Science in Physics through the named option or the Ph.D.:

- Quantum Computing (https://guide.wisc.edu/graduate/physics/physics-ms/physics-quantum-computing-ms/)
- The Research (p. 1535) named option is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 1538)

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and processes related to funding.

**REQUIREMENTS**

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**MAJOR REQUIREMENTS**

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>See Named Options for policy information.</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>). No 300-level courses will be counted toward the 30 credit minimum.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>See Named Options for policy information.</td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

Select a Named Option (https://guide.wisc.edu/graduate/physics/physics-ms/#NamedOptions) for courses required.

**NAMED OPTIONS**

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Physics must select one of the following named options:

View as listView as grid
- PHYSICS: QUANTUM COMPUTING, M.S. (P. 1533)
- PHYSICS: RESEARCH, M.S. (P. 1535)

POLICIES

Students should refer to one of the named options for policy information:

- Quantum Computing (https://guide.wisc.edu/graduate/physics/physics-ms/physics-quantum-computing-ms/)
- Research (p. 1535)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

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Lu Lu, Assistant Professor
Dan McCammon, Professor
Robert McDermott, Professor
Moritz Muenchmeyer, Assistant Professor
Marshall Onellion, Professor
Kimberly Palladino, Assistant Professor
Yibin Pan, Associate Professor
Jeff Parker, Assistant Professor
Brian Rebel, Associate Professor
Mark Rzchowski, Associate Chair and Professor
Mark Saffman, Professor
John Sarff, Professor
Gary Shiu, Professor
Paul Terry, Professor
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Mikhail Kats, Associate Professor, Electrical & Computer Engineering
Jason Kawasaki, Assistant Professor, Materials Science & Engineering
Alexandre Lazarin, Professor, Astronomy
Oliver Schmitz, Professor, Engineering Physics
Carl Sovinec, Professor, Engineering Physics
This is a named option in the Physics M.S. (http://guide.wisc.edu/graduate/physics/physics-ms/)

The M.S. in Physics–Quantum Computing (MSPQC) is an intensive professional master’s degree and is designed to be completed in one calendar year. The program provides students with a thorough grounding in the new discipline of quantum information and quantum computing. This begins with a study of the relevant parts of quantum theory, and proceeds to quantum gates, measurements, algorithms, quantum error correction and decoherence. Quantum communication theory and the secure transmission of information are also covered. The supporting areas of statistical mechanics, solid-state physics and atomic physics form part of the classroom training. Just as important, the program gives students a mastery of the advanced lab skills involved in quantum computation. Students who graduate from this program will have the tools to succeed as researchers or program managers in a quantum computing or quantum technologies enterprise. They may also use the program as a springboard to Ph.D. programs in physics or related areas. MSPQC students interested in applying to the Ph.D. at UW–Madison must adhere to all Ph.D. admission requirements and deadlines.

Students in this program cannot accept research assistantships, teaching assistantships, project assistantships, or other university appointments that grant waivers of tuition and/or academic fees.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>March 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM INFORMATION**

Students in this program cannot accept research assistantships, teaching assistantships, project assistantships, or other university appointments that grant waivers of tuition.

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

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<thead>
<tr>
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<tbody>
<tr>
<td>Detail</td>
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**Mode of Instruction Definitions**

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<td>Minimum</td>
<td>30 credits</td>
</tr>
<tr>
<td>Credit</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
</tbody>
</table>
Minimum Residence Credit Requirement 16 credits

Minimum Graduate Coursework Requirement Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/). No 300-level courses will be counted toward the 30 credit minimum.

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations n/a

Language Requirements Contact the program for information on any language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHYSICS 709</td>
<td>Introduction to Quantum Computing</td>
<td>3</td>
</tr>
<tr>
<td>PHYSICS 531</td>
<td>Introduction to Quantum Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>or PHYSICS 731</td>
<td>Quantum Mechanics</td>
<td></td>
</tr>
<tr>
<td>or PHYSICS 448</td>
<td>Atomic and Quantum Physics</td>
<td></td>
</tr>
<tr>
<td>or PHYSICS 545</td>
<td>Introduction to Atomic Structure</td>
<td></td>
</tr>
<tr>
<td>PHYSICS elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>PHYSICS or other elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Spring</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHYSICS 779</td>
<td>Advanced Quantum Computing</td>
<td>3</td>
</tr>
<tr>
<td>PHYSICS 551</td>
<td>Solid State Physics</td>
<td>3</td>
</tr>
<tr>
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<td>Advanced Solid State Physics</td>
<td></td>
</tr>
<tr>
<td>or PHYSICS 449</td>
<td>Atomic and Quantum Physics</td>
<td></td>
</tr>
<tr>
<td>PHYSICS or other elective</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Summer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHYSICS 707</td>
<td>Quantum Computing Laboratory</td>
<td>4</td>
</tr>
<tr>
<td>PHYSICS 799</td>
<td>Independent Study</td>
<td>2</td>
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<td>Total Credits</td>
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<td>30</td>
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POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

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The Graduate School requires an average grade of 3.0 or better in all coursework.

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All students will be assigned a faculty advisor upon matriculation.

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TIME CONSTRAINTS
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- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Students are encouraged to attend Graduate School sponsored Professional Development events and participate in Graduate School Professional Development resources, such as the Individual Development Plan (IDP).

PEOPLE

M.S. IN PHYSICS - QUANTUM COMPUTING
More detail about each faculty member (https://www.physics.wisc.edu/people/faculty/) and the research areas (https://www.physics.wisc.edu/research/) can be found on the Physics website.

QUANTUM COMPUTING FACULTY
Victor Brar, Van Vleck Assistant Professor
Susan Coppersmith, Robert E. Fassnacht Professor and Vilas Professor
Mark Eriksson, Vilas Distinguished Achievement Professor
Robert Joynt, Professor
Shimon Kolkowitz, Assistant Professor
Alex Levchenko, Associate Professor
Robert McDermott, Professor
Mark Saffman, Professor
Maxim Vavilov, Professor
Thad Walker, Professor
Deniz Yavuz, Professor

QUANTUM COMPUTING ADMINISTRATION
The MSPQC Program Director, Committee, and Administration can be found on the MSPQC program (https://www.physics.wisc.edu/grad/mspqc-current-students/mspqc-faculty/) page.

PHYSICS: RESEARCH, M.S.
This is a named option within the Physics M.S (p. 1531). The master of science research degree program in physics requires the completion of a directed master’s project and thesis in the student’s area of interest, 30 credits of graduate work (including the core course requirements), and passage of the qualifying examination at the master’s level. It is designed to strengthen the student’s background and experience in physics, and enhance the opportunities for employment as a physicist or in physics education.

The research program in physics is unusually broad in scope with active experimental and theoretical research programs in astrophysics; atomic, molecular, and optical physics; biophysics; condensed matter physics; elementary particle physics; nuclear physics; particle physics theory; phenomenology; and plasma physics. This broad range of research opportunities makes the department especially attractive to beginning students who have not yet chosen a field of specialization.

Research specialties include:

THEORETICAL PHYSICS
Astrophysics; atomic, molecular, and optical physics; condensed matter physics; cosmology; elementary particle physics; nuclear physics; phenomenology; plasmas and fusion; quantum computing; statistical and thermal physics; string theory.

EXPERIMENTAL PHYSICS
Astrophysics; atomic, molecular, and optical physics; biophysics; condensed matter physics; cosmology; elementary particle physics; neutrino physics; experimental studies of superconductors; medical physics; nuclear physics; plasma physics; quantum computing; spectroscopy.

ADMISSIONS
The M.S.-Research option is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (https://guide.wisc.edu/graduate/physics/physics-phd/). (https://guide.wisc.edu/graduate/physics/physics-phd/#admissionstext)

Students may also apply to the M.S. named option in Quantum Computing. (https://guide.wisc.edu/graduate/physics/physics-ms/physics-quantum-computing-ms/)

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from
the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated:</strong> Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend:</strong> Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face:</strong> Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid:</strong> These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online:</strong> These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>). No 300-level courses will be counted toward the 30 credit minimum.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

**REQUIRED COURSES**

All graduate degree candidates are required to take five core courses:

<table>
<thead>
<tr>
<th>Code</th>
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</tr>
</thead>
<tbody>
<tr>
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<td>3</td>
</tr>
<tr>
<td>PHYSICS 715</td>
<td>Statistical Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>PHYSICS 721</td>
<td>Theoretical Physics-Electrodynamics</td>
<td>3</td>
</tr>
<tr>
<td>PHYSICS 731</td>
<td>Quantum Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>PHYSICS 732</td>
<td>Quantum Mechanics</td>
<td>3</td>
</tr>
</tbody>
</table>

The remaining 15 credits may be earned through a combination of research and coursework, to be determined by the advisor in consultation with the student.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Prior coursework from other institution may count toward any graduate degree in physics as allowed by the Graduate School policy on prior coursework.

**UW–Madison Undergraduate**

Up to 7 credits in courses numbered 500 or above may be used to satisfy minimum degree requirements.

**UW–Madison University Special**

With program approval and payment of difference in tuition (between Special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 500 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**PROBATION**

Grade of B or better in all coursework and a minimum cumulative graduate GPA of 3.0 are required.
ADVISOR / COMMITTEE

All students are assigned a temporary advisor upon matriculation. The responsibility to acquire (choose and be accepted by) a major professor (permanent advisor) is entirely with the student. Acceptance for M.S. research by a professor depends on the professor’s appraisal of the student’s potential for research and on the ability of the professor to accept a student at that time. Usually the major professor will be able to offer support in the form of a research assistantship, but this is not always the case, and occasionally a student may need to work as a teaching assistant while performing thesis research.

Graduate students should begin research work as early as possible. Students are encouraged to acquire a major professor (advisor) and begin research by the end of the second semester. Students who do not acquire a research advisor and begin research by the end of their third semester may be dropped from the program.

All M.S. candidates are required to write a master’s thesis and present their research in a seminar. All master’s theses must be approved by at least one additional faculty member.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

n/a

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
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- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students are encouraged to attend Graduate School sponsored Professional Development events and participate in Graduate School Professional Development resources, such as the Individual Development Plan (IDP).

PEOPLE

FACULTY

More detail about each faculty member (https://www.physics.wisc.edu/people/faculty/) and the research areas (https://www.physics.wisc.edu/research/areas/) can be found on the Physics website.

Yang Bai, Associate Professor
Baha Balantekin, Eugene P. Wigner Professor
Vernon Barger, Vilas Professor and Van Vleck Professor
Keith Bechtol, Assistant Professor
Kevin Black, Professor
Stanislav Boldyrev, Professor
Uwe Bergmann, Martin L. Pearl Professor in Ultrafast X-Ray Science
Tulika Bose, Professor
Victor Brar, Van Vleck Assistant Professor
Duncan Carlsmith, Professor
Daniel Chung, Professor
Vernon Barger, Vilas Professor and Van Vleck Professor
Mark Eriksson, John Bardeen Professor
Lisa Everett, Professor
Ke Fang, Assistant Professor
Cary Forest, Prager Professor of Experimental Physics
Pupa Gilbert, Vilas Distinguished Achievement Professor
Francis Halzen, Gregory Breit Professor and Hilldale Professor
Kael Hanson, Professor, WIPAC Director
Aki Hashimoto, Professor
Matthew Herndon, Professor
Lev Ioffe, Honorary Associate
Robert Joynt, Professor
Albrecht Karle, Professor
Research specialties include:

- Condensed matter physics
- Cosmology
- Elementary particle physics
- Nuclear physics
- Phenomenology
- Plasmas and fusion
- Quantum computing
- Statistical and thermal physics
- String theory

EXPERIMENTAL PHYSICS

- Astrophysics
- Atomic, molecular, and optical physics
- Biophysics
- Condensed matter physics
- Cosmology
- Elementary particle physics
- Neutrino physics
- Experimental studies of superconductors
- Medical physics
- Nuclear physics
- Plasma physics
- Quantum computing
- Spectroscopy

PH.D. DEGREE DETAILS

The Ph.D. degree requires successful completion of advanced course work in physics (required core coursework), completion of a minor, and passage of the qualifying and preliminary examinations. However, the Ph.D. is primarily a research degree, awarded only upon completion of substantial original research. This broad range of research opportunities makes the department especially attractive to beginning students who have not yet chosen a field of specialization. The program provides the background, experience, and credentials needed for employment as a professional physicist in research or education. All admitted Ph.D. students typically receive financial support in the form of teaching or research assistantships and fellowships.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online at https://grad.wisc.edu/apply/.

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Admission is competitive. All applicants are reviewed and evaluated on the basis of previous academic record, three letters of recommendation, statement of purpose for graduate studies, resume, and Graduate Record Examinations.
FINANCIAL SUPPORT FOR PHD STUDENTS IN PHYSICS

All admitted Ph.D. students are provided with a guarantee of financial support. Typically, a graduate student is first appointed as a teaching assistant. Teaching assistants assist faculty members in the introductory physics courses, generally by teaching discussion and laboratory sections. Later, as a research assistant, the student works with a major professor on a mutually agreed research program. Tuition is remitted for teaching assistant and research assistant appointments greater than one-third time or greater. However, all students must still pay the segregated fees and any additional university fees each semester.

Teaching Assistantships

The typical first appointment for a beginning graduate student is a teaching assistant (TA). A teaching assistantship is both a teaching position and a means of support for graduate study. It is normally advantageous for a graduate student to hold a TA position for at least a semester during graduate studies, since the teaching activity solidifies and deepens the teaching assistant's undergraduate education in physics and also helps prepare for a possible career in teaching.

Research Assistantships

Research assistantships are made available by individual professors to students who have decided on their field of research. Most departmental RA appointments are made for an annual (12 months) period. Students who wish to be considered for an RA appointment should contact the faculty (https://www.physics.wisc.edu/people/faculty/) directly.

Fellowships

Fellowships, including University Fellowships and Advanced Opportunity Fellowships, are awarded by the College of Letters & Science and the Graduate School upon recommendation of the Department of Physics. In addition, the department may have additional fellowships—funded by endowments from physics department alumni—available for first-year graduate students.
Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Physics doctoral students are required to pass the qualifying examination at the Ph.D. level by the end of their fourth semester.

Students are also required to take a comprehensive preliminary/oral examination. It is recommended that this is completed by the end of the fifth semester.

All Incomplete and Progress grades (other than research and thesis) must be cleared from the student's record prior to taking the preliminary examination.

A final oral defense and deposit of the doctoral dissertation in the Graduate School is required.

Language Requirements

Contact the program for information on any language requirements.

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a minor.

REQUIRED COURSES

All graduate degree candidates are required to take five core courses:

<table>
<thead>
<tr>
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<tbody>
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<td>PHYSICS 732</td>
<td>Quantum Mechanics</td>
<td>3</td>
</tr>
</tbody>
</table>

Each core course must be repeated until a grade of at least a B is earned. All first year graduate students are required to enroll in and attend PHYSICS 701 Graduate Introductory Seminars held each fall.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Prior coursework from other institution may count toward any graduate degree in physics as allowed by the Graduate School policy on prior coursework.

UW–Madison Undergraduate

Up to 7 credits in courses numbered 500 or above may be used to satisfy minimum degree requirements.

UW–Madison University Special

With program approval and payment of difference in tuition (between Special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 500 or above taken as a UW-Madison University Special student. Coursework earned five or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

Grade of B or better in all coursework and a minimum cumulative graduate GPA of 3.0 are required.

ADVISOR / COMMITTEE

All incoming students are assigned a faculty mentoring committee upon matriculation. The responsibility to acquire (choose and be accepted by) a major professor (permanent advisor) is entirely with the student. Acceptance for Ph.D. research by a professor depends on the professor’s appraisal of the student’s potential for research and on the ability/willingness of the professor to accept a student at that time. Often the major professor will offer support in the form of a research assistantship, but this is not always possible, and students may need to work as a teaching assistants while performing thesis research.

Graduate students should begin research work as early as possible. Students are encouraged to acquire a major professor (advisor) and begin research by the end of the second semester. Summer is the ideal time to begin research unencumbered by coursework or teaching.

At the time of the preliminary examination, the major professor and at least two additional faculty members will form a committee that will evaluate and advise the student.

At the time of the final oral defense, a the major professor and at least two additional faculty members will form a committee that will evaluate the student. All Ph.D. Committee members will serve as readers of the student’s thesis.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may by require to take another preliminary examination and to be admitted to candidacy a second time.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
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- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Typical funding is through 50% assistantships. Typically all enrolled Ph.D. students are funded for the duration of their degree. All programs are full time and require full-time student enrollment during fall and spring terms.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineehips, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Students are encouraged to attend Graduate School sponsored Professional Development events and participate in Graduate School

PROFESSIONAL DEVELOPMENT resources, such as the Individual Development Plan (IDP).

In addition, Ph.D. students in Physics have multiple opportunities for professional development throughout their graduate careers. As an integral part of the research experience, students regularly work at places such as CERN, national laboratories (Argonne, FermiLab), and the IceCube Neutrino observatory at the South Pole to name a few.

Students are encouraged to travel to relevant conferences across the U.S. and around the world. Students regularly attend the annual American Physical Society (APS) March Meeting and are encouraged to attend APS meetings in their sub-field throughout the year. Often students attend summer schools at various host institutions to expand their knowledge and to interact with fellow scientists in the field.

LEARNING OUTCOMES

1. Demonstrate mastery of the core physical concepts (Classical Mechanics, Electricity & Magnetism, Quantum Mechanics, and Statistical Mechanics).
2. Evaluates or synthesizes information pertaining to questions or challenges in physics.
3. Engages appropriately and communicates clearly with other research professionals in physics.
4. Formulates and plans original research.
5. Creates research, scholarship, or performance that makes a substantive contribution to the field of physics.
6. Gains a broad awareness of the status of contemporary research beyond the student’s area of specialization.

FACULTY
More detail about each faculty member (https://www.physics.wisc.edu/people/faculty/) and the research areas (https://www.physics.wisc.edu/research/areas/) can be found on the Physics website.

Yang Bai, Associate Professor
Baha Balantekin, Eugene P. Wigner Professor
Vernon Barger, Vilas Professor and Van Vleck Professor
Keith Bechtol, Assistant Professor
Kevin Black, Professor
Stanislav Boldyrev, Professor
Uwe Bergmann, Martin L. Pearl Professor in Ultrafast X-Ray Science
Tulika Bose, Professor
Victor Brar, Van Vleck Assistant Professor
Duncan Carlsmith, Professor
Daniel Chung, Professor
Susan Coppersmith, Robert E. Fassnacht Professor and Vilas Professor
Sridhara Dasu, Department Chair & Professor
Jan Egedal, Professor
Mark Eriksson, John Bardeen Professor
Lisa Everett, Professor
Ke Fang, Assistant Professor
Cary Forest, Prager Professor of Experimental Physics
Pupa Gilbert, Vilas Distinguished Achievement Professor
Francis Halzen, Gregory Breit Professor and Hilldale Professor
Kael Hanson, Professor, WIPAC Director
Aki Hashimoto, Professor
LANDSCAPE ARCHITECTURE, DOCTORAL MINOR

Students enrolled in other doctoral programs may pursue a doctoral minor in Landscape Architecture. Students with interest in gaining training in restoration ecology and ecological design, community and urban landscape studies, food and agriculture, natural resource management, cultural and environmental stewardship, human health and well-being, and community development to supplement their primary disciplinary program may consider an Option A minor in Landscape Architecture.

REQUIREMENTS

Graduate students who wish to pursue a doctoral minor in Landscape Architecture must have a Landscape Architecture faculty member serve as the minor professor on their research committees (oral preliminary exam committee and final exam committee).

Courses are chosen in conjunction with the minor professor and the committee to provide relevant breadth in the student’s training. A student may earn a doctoral minor in Landscape Architecture with 9 graduate-level credits in Landscape Architecture. The proposed course plan to satisfy Option A minor must be approved by the minor professor.

PEOPLE

https://dpla.wisc.edu/facstaff/faculty (https://dpla.wisc.edu/facstaff/faculty/)

LANDSCAPE ARCHITECTURE, M.S.

The study of landscape architecture investigates how designers, planners, and restoration and preservation specialists create, conserve, and manage built and natural spaces and outdoor-indoor relationships to support thriving human cultures and communities, and ensure the survival of Earth’s complex natural systems. We engage the sciences, arts, and humanities to respond to current issues in cultural, environmental, and natural systems stewardship and management; human health and well-being; and community development.

The MSLA degree offers course work providing an understanding of the scholarship and theories which underlie landscape design, preservation, restoration, and management.

Students then use this information to engage in interdisciplinary scholarships in urban, rural, or natural settings, by writing a thesis that contributes to the scholarly foundation of the field of landscape architecture and/or provides information to practitioners engaged in landscape decision-making and stewardship.
We currently specialize in two areas: 1) Restoration Ecology and Ecological Design, and 2) Community-Focused Design. We welcome applicants with or without previous training in landscape architecture or related design fields. Graduates move into positions in public agencies and private firms specializing in biological/cultural/historical landscape conservation, ecological restoration, and/or community design and planning. Many also enter Ph.D. programs in related fields to continue working in research and education, or in planning, policy, and environmental law.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
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</tr>
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<tbody>
<tr>
<td>Fall Deadline</td>
<td>February 1</td>
</tr>
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</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

A bachelor’s degree is required of all prospective candidates. The department’s Graduate Program Committee screens applicants on the basis of university transcripts for all previous work, three letters of recommendation, samples of creative work or writing, and a letter of intent describing how the student’s graduate educational needs can be fulfilled by this program. Every applicant whose native language is not English, or whose undergraduate instruction was not in English, must provide official scores from the Test of English as a Foreign Language (TOEFL). Scores are also acceptable from the Michigan English Language Assessment Battery (MELAB) or the International English Language Testing System (IELTS).

FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial support for graduate students is available through research and teaching assistantships, and competitive Graduate School and departmental fellowships. Most teaching assistantships are awarded to students who already have professional landscape architectural design training and experience.

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

Mode of Instruction Definitions

- Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.
- Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>36 credits</td>
</tr>
<tr>
<td>Residence Credit</td>
<td>16 credits</td>
</tr>
<tr>
<td>Coursework</td>
<td>Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>
Other Grade Requirements The Graduate School requires an average grade of B earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW-Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the graduate degree.

UW-Madison University Special
With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. To ensure they are making satisfactory progress toward a degree, the Graduate School expects that students meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
The Department of Planning and Landscape Architecture (DPLA) offers an accredited Master of Science (M.S.) degree in Urban and Regional Planning. The degree trains students in the knowledge, theories, and skills to be leaders in their communities by making positive change through informed and reflective action. Our department centers the values of sustainability, equity and justice, and works with communities
to address many of the complex challenges involving space and place that are critical to the planning profession.

The M.S. URPL degree is intended to prepare graduates for professional planning careers in government, nonprofit and community organizations, and the private sector, and to work at a variety of scales including rural and urban communities. The program normally requires two academic years of full-time work plus an internship. In addition to the M.S. program, the department offers a Ph.D. program.

DPLA seeks students with high academic qualifications and the potential to become qualified professional planners. Since there are relatively few undergraduate planning programs in the country, students come into the field from a wide range of disciplines. In recent years, planning students have generally come from the social sciences with geography, economics, political science, and sociology among the most common undergraduate backgrounds. The range, however, runs from the arts to the sciences reflecting the multi-disciplinary character of our field.

DPLA is committed to establishing and maintaining a supportive climate of inclusion, diversity, and collegiality through our actions and policies. We envision a department in which all individuals are engaged in a vibrant learning community, where ideas, experiences, and perspectives are supported, nurtured, and developed to their highest levels. We value diversity, which we define to include race or ethnicity; sex; gender and gender identity or expression; marital status; age; sexual orientation; country of origin; language; disability; socio-economic status; and affiliations that are based on cultural, political, religious, or other identities.

Although DPLA stresses the development of general skills and mental attitudes that are common to all planning endeavors, students are required to specialize in an area of planning that is of interest to the student, such as housing, land use, food systems, environmental planning, regional economic development, transportation, public health, or urban design, among other possibilities.

The objectives of the professional M.S. degree are to:

1. Prepare students to engage in planning processes that recognize a complex, pluralistic and equitable democratic society. Students develop the capacity to work with diverse publics, across government agencies, and in private and nonprofit sectors. Planning processes include the identification of objectives, design of possible courses of action, and evaluation of alternatives.

2. Convey a set of planning literacies to enable students to perform effectively as planners in public, private or nonprofit sectors. These literacies include knowledge in the following areas:
   - Structure and function of cities and regions
   - History and theory of planning processes and practices
   - Administrative, legal, and political aspects of plan-making
   - Public involvement and dispute resolution techniques
   - Research design and data analysis techniques
   - Written, oral, and graphic communication skills
   - Ethics of professional practice
   - Collaborative approaches to problem solving

3. Prepare students with the substantive knowledge foundation and tools, methods, and techniques of planning associated with an area of specialization.

Details on administrative requirements for the degree are available in the MS URPL Handbook (https://dpla.wisc.edu/academics/handbooks/).

The M.S. program equips students with sufficient understanding of and training in the principal tools, methods, and techniques of planning to enable them to perform effectively as junior staff members from the start of their careers. UW–Madison’s program in planning emphasizes concepts, perspectives, and practices that promise to be useful not only upon graduation, but even more so in later years for graduates who reach positions of major influence and responsibility. We train our graduates to be leaders of equitable change through urban and regional planning.

### ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements ([https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/]).

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<tr>
<td>Spring Deadline</td>
<td>October 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
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<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements ([<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>]).</td>
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<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Applications submitted past the deadline will be considered on a rolling admissions basis as space allows. Application for admission to the department consists of the following materials: the online application, PDF of all undergraduate and graduate transcripts, statement of purpose (applicants should submit a thoughtful, reflective one- or two-page statement discussing reasons for going into planning; applicants with an interest in a particular concentration should discuss this; applicants with planning or planning-related experience should include this), and three references from people familiar with the applicant's academic and/or professional work.

The success of international students enrolled in the program depends heavily on a good working knowledge of English. Prospective applicants who do not feel comfortable using the English language are strongly urged to consider further language study before applying for admission.
All applicants are required to have an introductory-level course in statistics. This requirement may be met by taking an introductory course, for no graduate credit, during the student’s first semester of study.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

- **Minimum Credit Requirement**: 45 credits
- **Minimum Residence Credit Requirement**: 16 credits

**Minimum Graduate Coursework Requirement**: Half of degree coursework (23 credits out of 45 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/).

**Overall Graduate GPA Requirement**: 3.00 GPA required.

**Other Grade Requirements**: In addition to Graduate School requirements, the Department of Urban and Regional Planning requires that all core courses and all courses in a student’s area of specialization (other than research credits) be taken on a graded (i.e., not satisfactory/unsatisfactory basis.)

In all core courses and all courses in a student’s area of specialization, a minimum grade of BC is considered satisfactory. Grades of C or below in core and specialization courses may not be counted toward degree requirements, but are still counted in the cumulative GPA. If a student receives a grade of C or below in a department required core course, the student must retake the course and achieve a satisfactory grade.

In elective courses, a grade of C or above is considered satisfactory.

Any course in which a student receives a grade of D or F may not be used to satisfy any department graduation requirements. However, these courses will still be counted in the cumulative GPA.

**Assessments and Examinations**: To obtain a master of science degree in urban and regional planning, a student must be able to demonstrate a high level of competency in the theories, methods, applications, and ethics of planning. Students must demonstrate competency over the broad field of planning in general, as well as within an area of specialization as defined by the student, in consultation with a faculty advisor. For information on competency requirement options, including details regarding a master’s thesis or a professional project, see the program’s handbook.

**Language Requirements**: No language requirements.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>URB R PL 741</td>
<td>Introduction to Planning</td>
<td>3</td>
</tr>
<tr>
<td>URB R PL/</td>
<td>Methods of Planning Analysis</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 721</td>
<td></td>
<td></td>
</tr>
<tr>
<td>URB R PL 781</td>
<td>Planning Thought and Practice</td>
<td>3</td>
</tr>
<tr>
<td>URB R PL 833</td>
<td>Planning and the Legal System</td>
<td>3</td>
</tr>
<tr>
<td>URB R PL 791</td>
<td>Visual Communication for Planners</td>
<td>3</td>
</tr>
<tr>
<td>URB R PL 912</td>
<td>Planning Workshop</td>
<td>3</td>
</tr>
<tr>
<td>Select one of the following to satisfy the Structure and Functions of Cities and Regions requirement:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>URB R PL 550</td>
<td>Transportation and the Built Environment</td>
<td>3</td>
</tr>
<tr>
<td>URB R PL 601</td>
<td>Site Planning</td>
<td></td>
</tr>
</tbody>
</table>
### Urban and Regional Planning and Public Affairs or International Public Affairs (M.S. IN URPL/MPA or MIPA)

The Department of Planning and Landscape Architecture and the La Follette School of Public Affairs offer a double degree Master of Science in Urban and Regional Planning and either a Master of Public Affairs or Master of International Public Affairs. Students completing the double degree must follow the double degree plan. The Department of Planning and Landscape Architecture requires 45 credits for the Master of Science in Urban and Regional Planning. The La Follette School requires 36 credits for the Master of Public Affairs or Master of International Public Affairs. Per UW-Madison Graduate School policy, an overlap of 25% of credits for the Master of Public Affairs or Master of International Public Affairs is permitted (9 credits can count toward both degrees). Students can graduate with both degrees by completing 72 credits in three years.

Graduate coordinators for both programs have sample curricular plans that they will share with prospective or current students to assist with successful completion of all degree requirements.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>URB R PL 611</td>
<td>Urban Design: Theory and Practice</td>
<td></td>
</tr>
<tr>
<td>URB R PL 731</td>
<td>Introduction to Regional Planning</td>
<td></td>
</tr>
<tr>
<td>URB R PL/ECON/</td>
<td>Regional Economic Problem</td>
<td></td>
</tr>
<tr>
<td>PUB AFFR 734</td>
<td>Analysis</td>
<td></td>
</tr>
<tr>
<td>URB R PL 751</td>
<td>Introduction to Financial Planning</td>
<td></td>
</tr>
<tr>
<td>URB R PL 761</td>
<td>Central City Planning: Issues and Approaches</td>
<td></td>
</tr>
<tr>
<td>URB R PL 841</td>
<td>Urban Functions, Spatial Organization and Environmental Form</td>
<td></td>
</tr>
<tr>
<td>URB R PL 844</td>
<td>Housing and Public Policy</td>
<td></td>
</tr>
</tbody>
</table>

#### Total Credits: 45 credits

**Electives**: 12 credits

**Planning Concentration**: 12 credits

**Professional Practice Internship**: 12 credits

#### MAJOR-SPECIFIC POLICIES

##### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

A maximum of 21 credits are allowed from Planning Accreditation Board–accredited coursework taken at other institutions. In all other fields, 25% of credits completed up to a maximum of 11 transfer credits are allowed. Special conditions for applying prior coursework may be found in the program’s Policies and Procedures (https://urpl.wisc.edu/academics/policies/).

**UW–Madison Undergraduate**

Any course taken as part of an undergraduate degree (whether required or optional) may not be applied.

#### UW–Madison University Special

The MS URPL Program Committee will not accept more than 12 credits of prior coursework taken as a UW–Madison University Special student. The Committee does not necessarily guarantee that all credits (up to 12) taken as a Special student will be applied. All accepted courses must have a grade of B or better. The decision as to what prior coursework may be applied will be made by the Committee on the recommendation of the student’s advisor, and must be based on information indicating that the courses for which credit is given fit logically into the student’s overall program.

#### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status). To the extent possible, students admitted on probation are encouraged to take core courses as a part of their first semester schedule. In all other matters, students admitted on probation are subject to the same standards and requirements as students admitted in full standing (e.g. residency requirements, satisfactory student performance, minimum grades in core courses [BC], and so forth).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

#### ADVISOR / COMMITTEE

Student should meet regularly with the advisor to plan academic career. The advisor is required to approve and sign the plan of study form, which is then submitted to the graduate coordinator prior to the student being allowed to graduate.

#### CREDITS PER TERM ALLOWED

15 credits

#### TIME CONSTRAINTS

The master’s program takes two full years of study.

#### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and
conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)

- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Financial support is not guaranteed for the M.S. program, but Urban and Regional Planning works with students to identify funding options.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. (General Planning Knowledge) Comprehension, representation, and use of ideas and information in the planning field, including appropriate perspectives from history, social science, and the design professions.
2. (Purpose and Meaning of Planning) Appreciation of why planning is undertaken by communities, cities, regions, and nations, and the impact planning is expected to have.
3. (Planning Theory) Appreciation of the behaviors and structures available to bring about sound planning outcomes.
4. (Planning Law) Appreciation of the legal and institutional contexts within which planning occurs.
5. (Human Settlements and History of Planning) Understanding of the growth and development of places over time and across space.
6. (The Future) Understanding of the relationships between past, present, and future in planning domains, as well as the potential for methods of design, analysis, and intervention to influence the future.
7. (Global Dimensions of Planning) Appreciation of interactions, flows of people and materials, cultures, and differing approaches to planning across world regions.
8. (Planning Skills) Use and application of knowledge to perform specific tasks required in the practice of planning.
9. (Research) Tools for assembling and analyzing ideas and information from prior practice and scholarship, and from primary and secondary sources.
10. (Written, Oral, and Graphic Communication) Ability to prepare clear, accurate and compelling text, graphics and maps for use in documents and presentations.
11. (Quantitative and Qualitative Methods) Data collection, analysis and modeling tools for forecasting, policy analysis, and design of projects and plans.
12. (Plan Creation and Implementation) Integrative tools useful for sound plan formulation, adoption, and implementation and enforcement.
15. (Values and Ethics) Values inform ethical and normative principles used to guide planning in a democratic society. The program shall appropriately incorporate issues of diversity and social justice into all required courses of the curriculum, including:
16. (Professional Ethics and Responsibility) Appreciation of key issues of planning ethics and related questions of the ethics of public decision-making, research, and client representation (including principles of the AICP Code of Ethics and other related principles, as appropriate).
17. (Governance and Participation) Appreciation of the roles of officials, stakeholders, and community members in planned change.
18. (Sustainability and Environmental Quality) Appreciation of natural resource and pollution control factors in planning, and understanding of how to create sustainable futures.
19. (Growth and Development) Appreciation of economic, social, and cultural factors in urban and regional growth and change.
20. (Values and Ethics) Values inform ethical and normative principles used to guide planning in a democratic society. The program shall appropriately incorporate issues of diversity and social justice into all required courses of the curriculum, including:
21. (Professional Ethics and Responsibility) Appreciation of key issues of planning ethics and related questions of the ethics of public decision-making, research, and client representation (including principles of the AICP Code of Ethics and other related principles, as appropriate).
22. (Governance and Participation) Appreciation of the roles of officials, stakeholders, and community members in planned change.
23. (Sustainability and Environmental Quality) Appreciation of natural resource and pollution control factors in planning, and understanding of how to create sustainable futures.
24. (Growth and Development) Appreciation of economic, social, and cultural factors in urban and regional growth and change.

PEOPLE

https://dpla.wisc.edu/facstaff/faculty (https://dpla.wisc.edu/facstaff/faculty/)
The Ph.D. is open to a limited number of quality students who intend to teach, or do research in a university, in an independent research agency, or in large planning organizations.

Generally, students spend two years of full-time coursework before being advanced to candidacy, and an additional one to two years in preparation and defense of a dissertation. Details on administrative requirements for the degree are available in the PhD URPL Handbook (https://dpla.wisc.edu/academics/handbooks/).

Although the department stresses the development of general skills and mental attitudes that are common to all planning endeavors, students are required to specialize in an area of planning that is of interest to the student.

The department seeks students with high academic qualifications and the potential to become qualified professional planners. The department is especially interested in women and minority applicants. Since there are relatively few undergraduate planning programs in the country, students come into the field from a wide range of disciplines. In recent years, planning students have generally come from the social sciences, with geography, economics, political science, and sociology the most common undergraduate backgrounds. The range, however, runs from the arts to the sciences.

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:
Wisconsin

The requirements of this program do not meet Certification/Licensure in the following states:
the professional practice requirements. Deficiencies may be made up once a student is in the program.

A student must have an URPL academic sponsor in order to be admitted into the Ph.D. program. Before final admission decisions are made, student applications are circulated among the faculty. Only when a faculty member agrees to serve as an academic sponsor for an admissible candidate is a final admission decision made. The sponsor is the student’s academic advisor, and it is expected that the sponsor will become the chair of the student’s Ph.D. committee.

In reviewing applications, the department gives extra weight to planning-related work, such as Peace Corps or professional planning experience. The department also considers graduate coursework, even if it is in another field. If students have such experience, it should be stressed in the application.

The success of international students enrolled in the program depends heavily on a good working knowledge of English. Prospective applicants who do not feel comfortable using the English language are strongly urged to consider further language study before applying for admission.

All applicants are required to have an introductory-level course in statistics. This requirement may be met by taking an introductory course, for no graduate credit, during the student’s first semester of study.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The minimum average GPA in courses satisfying the Structure and Processes of Cities and Regions requirement shall be 3.5. If a student does not achieve this GPA in the three courses s/he identifies, they may continue to take courses (within the general departmental Ph.D. program policies of how long a student may be a pre-dissertator) from the list provided until they have three courses where their average GPA is 3.5.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>The department administers three preliminary field examinations. The purpose of the preliminary examinations is to satisfy the department that the student is knowledgeable about the central theoretical and methodological perspectives common to the field of planning, and has sufficient knowledge about the design and conduct of research to undertake the dissertation.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>Prospective students whose native language is not English must also provide evidence of English language proficiency. A TOEFL score of 600 (paper-based) or above typically indicates an ability to successfully meet the written and spoken communication requirements of graduate level courses, the department’s preliminary examinations, and the dissertation.</td>
</tr>
</tbody>
</table>
REQUIRED COURSES

All doctoral students are required to complete three courses (9 credits) on the structure and processes of cities and regions. These courses shall cover the nature of urban and regional development processes over time and the impact of urban and regional development on the social, economic, environmental, institutional, and physical structure of cities and regions. They should also cover the response of federal, state and local governments to the issues and problems generated by such development and the planner's role in developing public policy and programs to deal with those problems and issues.

Courses satisfying the requirement for this component of doctoral studies must be approved by the student's Ph.D. advisor and then by the Ph.D. program committee, and shall be recorded on a form provided by the committee.

REQUISITE COURSES

All doctoral students are required to complete a minor. Option A requires a minimum of 10 credits in a single department/major field of study. Selection of this option requires the approval of the minor department under the guidelines of that department and on forms developed for that purpose by the selected department. Option B requires a minimum of 10 credits in one or more departments and can include coursework in URPL. Selection of this option requires the approval of the department's Ph.D. program committee. Forms for the filing of Option B minors are available from the Ph.D. program committee.

All doctoral students are required to conduct a yearly progress report meeting with their thesis committee after passing the preliminary examination.
before the student is advanced to candidacy (awarded dissertator, ABD status).

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of programdepartmental or schoolcollege grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Financial support is not guaranteed for the M.S. or Ph.D. program, but Urban and Regional Planning works with students to identify funding options.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Acquire and demonstrate knowledge about the professional field of planning, as exemplified in the accreditation guidelines for the master's program in urban and regional planning and the Planning Accreditation Board. These include knowledge about the purpose and meaning of planning, planning history, planning theory, planning law, the structure and function of cities and regions, and global dimensions of planning. Students demonstrate this knowledge through entrance requirements (a master's degree in planning or acceptable cognate field), through completion of coursework, and through completion of preliminary examinations in planning theory, planning methods, and planning specialization.
2. Acquire and demonstrate knowledge about the role and use of planning theories in both practice and research, including the historical development of planning theory, major theoretical approaches within planning, and the application of theories from other disciplines as applied to planning. Students demonstrate this knowledge through coursework and completion of a planning theory preliminary examination.
3. Acquire and demonstrate knowledge of social science research methods, including research design, data collection, and quantitative and qualitative methods used in planning research. Students demonstrate knowledge through completion of graduate coursework in research methods and through completion of a research design and methods preliminary examination.
4. Acquire and demonstrate knowledge of a substantive research and practice field within planning. Students demonstrate specialized knowledge in one of the major fields within planning through completion of coursework and through a research-specialization preliminary examination.
5. Acquire and demonstrate skills in conducting academic research and scholarly inquiry in the field of urban and regional planning, including ability to summarize and critique extant research, ability to develop a research proposal, skills in seeking funding, skills in completion of research projects, and skills in written and oral presentation of research findings.
6. Acquire and demonstrate specialized skills in research for their chosen major field within planning. This will include skills in particular research methods and data analysis specific to their chosen field within planning.
7. Acquire and demonstrate general knowledge about planning suitable to teaching master's-level planning students in accredited programs. Students will acquire and demonstrate specific knowledge about their chosen field of specialization within planning.
8. Acquire and/or demonstrate competence and experience in the professional practice of planning. Students demonstrate this skill through the requirement of previous professional work experience within the field of planning.
9. Acquire and demonstrate knowledge of planning values and planning ethics, as exemplified in the accreditation guidelines for the master’s program in urban and regional planning and the Planning Accreditation Board. This would also include awareness of rules of ethical professional conduct as exemplified in the Code of Ethics of the American Institute of Certified Planners.
10. Demonstrate and be held to the highest standards of academic citation and attribution in all their coursework and published work.
11. Demonstrate understanding of professional conduct through required professional work experience in planning.
12. Be given opportunities for training and experience in classroom teaching, presentation of research at academic conferences, and development of research proposals for funding agencies.
13. Demonstrate ethics and values consistent with the "Wisconsin brand" of urban and regional planning, which includes participation,
transparency in governance, environmental protection and social justice.

PEOPLE

https://dpla.wisc.edu/facstaff/faculty

PLANT PATHOLOGY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Plant Pathology, Doctoral Minor (p. 1554)
• Plant Pathology, M.S. (p. 1555)
• Plant Pathology, Ph.D. (p. 1558)

PEOPLE

FACULTY

Ahlquist, Paul
Allen, Caitilyn
Barak-Cunningham, Jeri
Bent, Andrew
Gevens, Amanda (chair)
Holland, Leslie
Handelsman, Jo
Kabbage, Mehdi
Koch, Paul
Lankau, Richard
MacGuidwin, Ann
Rakotondrafara, Aurelie
Rioux, Renee
Rouse, Douglas
Silva, Erin
Solís-Lemus, Claudia
Smith, Damon

AFFILIATED FACULTY

Ane', Jean-Michel (Bacteriology)
Groves, Russell (Entomology)
Havey, Michael (Horticulture)
Keller, Nancy (Medical Microbiology & Immunology)
Pringle, Ann (Botany)
Whitman, Thea (Soil Science)
Yu, Jae-Hyuk (Bacteriology)

FACULTY ASSOCIATE

Hudelson, Brian

PLANT PATHOLOGY, DOCTORAL MINOR

ADMISSIONS

Please see the Department of Plant Pathology’s Handbook and Forms page (http://plantpath.wisc.edu/graduate-handbook/) for additional information including a form to fill out for the Plant Pathology minor.

REQUIREMENTS

Doctoral candidates in other majors seeking a doctoral minor in plant pathology must complete a minimum of 9 graduate-level course credits in plant pathology (a minimum of 8 at UW–Madison) including PL PATH 300 Introduction to Plant Pathology and no more than 2 credits of independent study or PL PATH 923 Seminar, while enrolled in a graduate program, and have a plant pathology faculty member serve as the minor professor on their research committees (oral preliminary exam committee and final exam committee).

Additional information can be found on the department’s handbooks and forms webpage (http://plantpath.wisc.edu/graduate-handbook/).

PROFESSIONAL DEVELOPMENT

Students in the Department of Plant Pathology are strongly encouraged to participate in events through the Plant Pathology Graduate Council. (http://labs.russell.wisc.edu/ppgc/)

PEOPLE

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Ane', Jean-Michel (Bacteriology)
Groves, Russell (Entomology)
Havey, Michael (Horticulture)
Keller, Nancy (Medical Microbiology & Immunology)
Pringle, Ann (Botany)
PLANT PATHOLOGY, M.S.

The discipline of plant pathology is directed toward understanding and solving disease problems of plants. The field is broad and complex, integrating disciplines as varied as molecular biology, genetics, cell biology, organismal biology, population and community ecology, meteorology, statistics, computer science, chemistry, and physics. Plant pathology encompasses basic and applied research, employs both model systems and economically important plants, and requires both laboratory and field experimentation. Active research programs in the department encompass this full spectrum of questions and approaches, including research on virology, nematology, fungal genetics, tissue culture, soil microbiology and ecology, forest pathology, bacterial plant pathogens, molecular biology of parasite–host interactions, microbial ecology, epidemiology, and integrated disease management strategies.

The graduate program in plant pathology educates students in the science of plant pathology and prepares them for successful careers. Students develop the following skills required to meet diverse professional situations: excellence in research; breadth and depth in plant pathology; breadth in an allied field; strong critical and analytical thinking skills; and effective communication skills. Students become sufficiently knowledgeable in all aspects of plant pathology to identify key research questions, recognize significant discoveries, and think analytically about interpretation of data.

The level of proficiency in specific areas will vary with the student’s research area and career goals, and will be appropriate to the student’s degree program (M.S. or Ph.D.). Specific areas of proficiency addressed by the Ph.D. curriculum include etiology, diagnosis, and management of plant disease; ecology and epidemiology; genetics and physiology of plant–microbe interactions; and organismal biology. Ph.D. students may elect an optional professional development experience as part of their curriculum. Graduates of the program attain positions in teaching, research in academic positions, government services, industry, extension services, and private practice.

The program is comprised of about 100 faculty members, graduate students, and research and support staff. It is housed in an eight-story wing of Russell Laboratories, a teaching and research facility on the UW–Madison campus, which is surrounded by other facilities that are also devoted to biological research. Russell Labs, together with the extensive research facilities available on the rest of the UW–Madison campus and at field research stations throughout Wisconsin, provide a rich and comprehensive environment for research and graduate studies in all branches of plant pathology.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/)
of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>December 1*</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* This program does not normally admit students for the Spring term. Students should apply for Fall admission unless instructed otherwise by the program.

Students who are admitted to the department must meet the Graduate School requirements, including completion of a bachelor’s degree which typically consists of courses in biology, chemistry, mathematics, and physics. Successful applicants typically exceed the minimum requirement of a 3.0 GPA (on a 4.0 scale); exceed the minimum required Test of English as a Foreign Language (iTOEFL) score of 92, or a 7 on the International English Language Testing System (IELTS) exam (international applicants); and articulate a strong interest in the discipline in their application. Prior research experience is an asset for any applicant, and letters of recommendation from research advisors are viewed as one of the most useful means of evaluating applications.

The application deadline for the fall semester is the preceding December 1. Applications received after that date will be reviewed, but they are disadvantaged for admission and financial support.

Additional information can be found on the department’s application process webpage (https://plantpath.wisc.edu/application-process/).

A completed admission application acts as the application for financial support. Offers of financial support accompany offers of admission for students admitted to Plant Pathology. Most students hold research assistantships (RAs).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
PROGRAM RESOURCES
The department offers stipends to the most highly qualified applicants, and students are funded throughout their programs by research assistantships, fellowships, or traineeships. The department nominates outstanding students for external fellowships and supports and assists students who apply for scholarships and other forms of financial support.

Additional information regarding funding can be found on the department’s funding information webpage (https://plantpath.wisc.edu/funding-information/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>MODE OF INSTRUCTION</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
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Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

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Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

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<th>Requirements</th>
<th>Detail</th>
</tr>
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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement

Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Requirement

Graduate GPA

3.00 GPA required.

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Students in the Plant Pathology M.S. must complete certification paperwork to outline their coursework and prepare, publicly present, and defend a thesis.

Language Requirements

None.

REQUIRED COURSES

Student must complete at least 9 credits of plant pathology, including PL PATH 300 Introduction to Plant Pathology (or equivalent), at least 1 credit of PL PATH 875 Special Topics, and only 1 credit of PL PATH 923 Seminar. The remaining 21 credits may include any other course work taken as a graduate student at UW–Madison numbered 300-level or above and taken for credit. Additionally, up to 15 credits of PL PATH 990 Research may count for these remaining credits.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With M.S. committee approval and Academic Affairs Committee approval, students are allowed to count no more than 14 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

Students may count up to 7 credits of coursework numbered 300 level or above upon approval of the M.S. committee and the Academic Affairs Committee. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With M.S. committee approval and Academic Affairs Committee approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300
or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dos.o.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employee.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)

- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Plant Pathology Grievance and Appeals Procedures**

If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve academic and non-academic grievances. Students’ concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the Plant Pathology Department Chair, the Student Services Coordinator, or the Russell Labs Department Administrator.

Students are encouraged to also use campus resources (above) if the issue involves sexual harassment or assault, violence, discrimination, bias or hate, hostile or intimidating behavior, employment concerns, or disability accommodations.

Procedures for proper accounting of student grievances:

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.
2. Should a satisfactory resolution not be achieved, the student should contact the Plant Pathology Department Chair, the Student Services Coordinator, or the Russell Labs Department Administrator to discuss the grievance. Students can also contact any of the Russell Labs Department Chairs to discuss the grievance. Any of the above people will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary.
3. If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Department Chair and Student Services Coordinator in writing, within 120 calendar days of the alleged unfair treatment.
4. On receipt of a written complaint, a faculty committee will be convened to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.
5. The faculty committee will determine a decision regarding the grievance, and will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.
6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 15 working days to file a written appeal to the College of Agricultural and Life Sciences Academic Affairs Office.
7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

Students in the Department of Plant Pathology are strongly encouraged to participate in events through the Plant Pathology Graduate Council. (http://labs.russell.wisc.edu/ppgc/)

LEARNING OUTCOMES

1. Demonstrate an understanding of the basic biology of microorganisms that are symbiotic with plants including fungi, bacteria, viruses, oomycetes, and nematodes.
2. Demonstrate a basic understanding of: a. the basic processes of pathogenesis, plant defense, and defense circumvention at the molecular, genetic and physiological level for each of the major groups of plant pathogens and other plant associated microorganisms. b. the etiology, ecology, and epidemiology of economically significant diseases caused by the major groups of plant pathogens and be able to apply the understanding from a. and/or b. above in research.
3. Conduct project related to the discipline of Plant Pathology that requires specifying a problem, designing and conducting experiments, analyzing the resulting data, and reporting results/solutions.
4. Convey scientific knowledge to fellow scientists in a variety of formats.

PEOPLE

FACULTY

Ahlquist, Paul
Allen, Caitlyn
Barak-Cunningham, Jeri
Bent, Andrew
Gevens, Amanda (chair)
Holland, Leslie
Handelsman, Jo
Kabbage, Mehdi
Koch, Paul
Lankau, Richard
MacGuidwin, Ann
Rakotondrafara, Aurelie
Rioux, Renee
Rouse, Douglas
Silva, Erin
Solís-Lemus, Claudia
Smith, Damon

AFFILIATED FACULTY

Ane’, Jean-Michel (Bacteriology)
Groves, Russell (Entomology)
Havey, Michael (Horticulture)
Keller, Nancy (Medical Microbiology & Immunology)
Pringle, Ann (Botany)
Whitman, Thea (Soil Science)
Yu, Jae-Hyuk (Bacteriology)

FACULTY ASSOCIATE

Hudelson, Brian

PLANT PATHOLOGY, PH.D.

The discipline of plant pathology is directed toward understanding and solving disease problems of plants. The field is broad and complex, integrating disciplines as varied as molecular biology, genetics, cell biology, organismal biology, population and community ecology, meteorology, statistics, computer science, chemistry, and physics. Plant pathology encompasses basic and applied research, employs both model systems and economically important plants, and requires both laboratory and field experimentation. Active research programs in the department encompass all spectrum of questions and approaches, including research on virology, nematology, fungal genetics, tissue culture, soil microbiology and ecology, forest pathology, bacterial plant pathogens, molecular biology of parasite–host interactions, microbial ecology, epidemiology, and integrated disease management strategies.

The graduate program in plant pathology educates students in the science of plant pathology and prepares them for successful careers. Students develop the following skills required to meet diverse professional situations: excellence in research; breadth and depth in plant pathology; breadth in an allied field; strong critical and analytical thinking skills; and effective communication skills. Students become sufficiently knowledgeable in all aspects of plant pathology to identify key research questions, recognize significant discoveries, and think analytically about interpretation of data.

The level of proficiency in specific areas will vary with the student’s research area and career goals, and will be appropriate to the student’s degree program (M.S. or Ph.D.). Specific areas of proficiency addressed by the Ph.D. curriculum include etiology, diagnosis, and management of plant disease; ecology and epidemiology; genetics and physiology of plant–microbe interactions; and organismal biology. Ph.D. students may elect an optional professional development experience as part of their curriculum. Graduates of the program attain positions in teaching, research in academic positions, government services, industry, extension services, and private practice.

The program is comprised of about 100 faculty members, graduate students, and research and support staff. It is housed in an eight-story wing of Russell Laboratories, a teaching and research facility on the UW–Madison campus, which is surrounded by other facilities that are also devoted to biological research. Russell Labs, together with the extensive research facilities available on the rest of the UW–Madison campus and at field research stations throughout Wisconsin, provide a rich and comprehensive environment for research and graduate studies in all branches of plant pathology.
ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>December 1*</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required 3</td>
</tr>
</tbody>
</table>

* This program does not normally admit students for the Spring term. Students should apply for Fall admission unless instructed otherwise by the program.

Students who are admitted to the department must meet the Graduate School requirements, including completion of a bachelor's degree which typically consists of courses in biology, chemistry, math and physics. If foundation course requirements have not been fulfilled before matriculation, they must be completed as early as possible in the course of study. Successful applicants typically exceed the minimum requirement of a 3.0 GPA (on a 4.0 scale); exceed the minimum required Test of English as a Foreign Language (TOEFL) score of 92, or a 7 on the International English Language Testing System (IELTS) exam (international applicants); and articulate a strong interest in the discipline in their application. Prior research experience is an asset for any applicant, and letters of recommendation from research advisors are viewed as one of the most useful means of evaluating applications.

The application deadline for the fall semester is the preceding December 1. Applications received after that date will be reviewed, but they are disadvantaged for admission and financial support.

Additional information can be found on the department's application process webpage (http://plantpath.wisc.edu/graduate-apply/).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The department offers stipends to the most highly qualified applicants, and students are funded throughout their programs by research assistantships, fellowships, or traineeships. The department nominates outstanding students for external fellowships and supports and assists students who apply for scholarships and other forms of financial support.

Additional information regarding funding can be found on the department's funding information webpage (https://plantpath.wisc.edu/funding-information/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>51 credits</td>
</tr>
<tr>
<td>Credit</td>
<td>Requirement</td>
</tr>
</tbody>
</table>
Minimum Residence Credit Requirement: 32 credits

Minimum Graduate Coursework Requirement: Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/).

Overall Graduate GPA Requirement: 3.00 GPA required.

Other Grade Requirements: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations: Students in the Plant Pathology Ph.D. must complete certification paperwork to outline their coursework, pass a departmental written qualifying exam, pass an oral preliminary examination, and prepare, publicly present, and defend a dissertation.

Language Requirements: Contact the program for information on any language requirements.

Doctoral Minor/Breadth Requirements: All doctoral students are required to complete a minor.

Required Courses

Students must complete the foundation requirements; the expectation is that a majority of these are met through undergraduate coursework. These courses include three of four from Genetics, Plant Anatomy/Morphology, Plant Physiology, and General Ecology; 2 semesters of General Chemistry, Organic Chemistry (including a lab), and Biochemistry; one semester of General Physics (with lab); and Introductory Calculus and Statistics.

Major requirements include the courses listed below. The remaining credits to fulfill the credit minimum are electives in consultation with the student’s advisor and committee.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PL PATH 300</td>
<td>Introduction to Plant Pathology</td>
<td>4</td>
</tr>
<tr>
<td>PL PATH/BOTANY/ENTOM 505</td>
<td>Plant-Microbe Interactions: Molecular and Ecological Aspects</td>
<td>3</td>
</tr>
<tr>
<td>PL PATH 559</td>
<td>Diseases of Economic Plants</td>
<td>3</td>
</tr>
<tr>
<td>PL PATH 602</td>
<td>Ecology, Epidemiology and Control of Plant Diseases</td>
<td>3</td>
</tr>
<tr>
<td>PL PATH 799</td>
<td>Practicum in Plant Pathology Teaching</td>
<td>2</td>
</tr>
<tr>
<td>PL PATH 875</td>
<td>Special Topics (Must complete two semesters)</td>
<td>1-4</td>
</tr>
<tr>
<td>PL PATH 923</td>
<td>Seminar (Must complete two semesters)</td>
<td>1</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

UW–Madison Undergraduate

For well-prepared advanced students, the program may accept up to 10 credits, including dissertation research credits, in addition to completing one of the following courses:

- PL PATH 875: Special Topics (Must complete two semesters)
- PL PATH 923: Seminar (Must complete two semesters)

UW–Madison University Special

For well-prepared advanced students, the program may accept prior coursework from other institutions toward the minimum graduate degree credit and minimum graduate coursework (50%) requirement. The minimum graduate residence credit requirement can be satisfied only with courses taken as a graduate student at UW–Madison. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.
A committee often accomplishes advising for the students in the early stages of their studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Plant Pathology Grievance and Appeals Procedures**

If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve academic and non-academic grievances. Students’ concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the Plant Pathology Department Chair, the Student Services Coordinator, or the Russell Labs Department Administrator.

Students are encouraged to also use campus resources (above) if the issue involves sexual harassment or assault, violence, discrimination, bias or hate, hostile or intimidating behavior, employment concerns, or disability accommodations.

**Procedures for proper accounting of student grievances:**

1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.
2. Should a satisfactory resolution not be achieved, the student should contact the Plant Pathology Department Chair, the Student Services Coordinator, or the Russell Labs Department Administrator to discuss the grievance. Students can also contact any of the Russell Labs Department Chairs to discuss the grievance. Any of the above people will facilitate problem resolution through informal channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary.
3. If the issue is not resolved to the student’s satisfaction the student can submit the grievance to the Department Chair and Student Services Coordinator in writing, within 120 calendar days of the alleged unfair treatment.
4. On receipt of a written complaint, a faculty committee will be convened to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.
5. The faculty committee will determine a decision regarding the grievance, and will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.
6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 15 working days to file a written appeal to the College of Agricultural and Life Sciences Academic Affairs Office.
7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

The Graduate School has procedures for students wishing to appeal a grievance decision made at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/.

**OTHER**

Applications to graduate studies act as the application for financial support. Offers of financial support accompany most offers of admission for students admitted to Plant Pathology. Most students hold research assistantships (RAs). The availability of RAs is limited.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

Students in the Department of Plant Pathology are strongly encouraged to participate in events through the Plant Pathology Graduate Council. (http://labs.russell.wisc.edu/ppgc/)

LEARNING OUTCOMES

1. Demonstrate an understanding of the basic processes of pathogenesis, plant defense, and defense circumvention at the molecular, genetic and physiological level for each of the major groups of plant pathogens and other plant associated microorganisms.
2. Demonstrate an understanding of the basic biology of microorganisms that are symbiotic with plants including fungi, bacteria, viruses, oomycetes, and nematodes.
3. Demonstrate an understanding of the etiology, ecology, and epidemiology of economically significant diseases caused by the major groups of plant pathogens.
4. Construct disease management strategies for the different groups of important plant pathogens.
5. Demonstrate excellent problem solving skills and a deep conceptual understanding of the science of Plant Pathology.
6. Convey knowledge in a variety of formats to diverse audiences including the public, students, and fellow scientists.

PEOPLE

FACULTY

Ahlquist, Paul
Allen, Caitilyn
Barak-Cunningham, Jeri
Bent, Andrew
Gevens, Amanda (chair)
Holland, Leslie
Handelsman, Jo
Kabbage, Mehdi
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Pringle, Ann (Botany)
Whitman, Thea (Soil Science)
Yu, Jae-Hyuk (Bacteriology)

FACULTY ASSOCIATE

Hudelson, Brian

POLITICAL SCIENCE

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Political Science, Doctoral Minor (p. 1562)
• Political Science, M.A. (p. 1563)
• Political Science, Ph.D. (p. 1565)

PEOPLE

Faculty: Professors: Avramenko, Burden, Canon (Chair fall 2020), Cramer, Copelovitch, Kapust, Hendley, Herrera, Kydd, Marquez, Martin, Mayer, Owens, Pevehouse, Ringe, Schweber, Shelef, Straus (Chair starting spring 2021), Tripp, Weimer, Yackee, Weeks, Zumbrunnen; Associate Professors: Bhavnani, Powell, Renshon, Simmons, Tahk, Johnson; Assistant Professors: Brooke, Lei, Lo, Lindsay, Schwarze, Shalaby

More information can be found here: https://polisci.wisc.edu/faculty-2/

POLITICAL SCIENCE, DOCTORAL MINOR

REQUIREMENTS

The Department of Political Science offers an Option A minor. Students are required to complete 9 credits of graduate-level political science coursework resulting in a cohesive theme of study with grades of B or better. The coursework may include courses that have the “Counts toward 50% graduate coursework requirement” attribute, if taken at the graduate level. Students seeking an Option A minor in Political Science should meet with the associate chair following completion of the first course to discuss a proposed course list. The associate chair will approve the minor upon completion of the coursework.

PEOPLE

Faculty: Professors: Avramenko, Burden, Canon (Chair fall 2020), Cramer, Copelovitch, Kapust, Hendley, Herrera, Kydd, Marquez, Martin, Mayer, Owens, Pevehouse, Ringe, Schweber, Shelef, Straus (Chair starting spring 2021), Tripp, Weimer, Yackee, Weeks, Zumbrunnen; Associate Professors: Bhavnani, Powell, Renshon, Simmons, Tahk, Johnson; Assistant Professors: Brooke, Lei, Lo, Lindsay, Schwarze, Shalaby

More information can be found here: https://polisci.wisc.edu/faculty-2/
POLITICAL SCIENCE, M.A.

The Department of Political Science offers graduate study leading to the doctor of philosophy in political science. The department does not admit for master’s degrees, accepting students for the Ph.D. program only. Once admitted to the Ph.D. program, it is possible to obtain a master’s degree through work en route to the Ph.D.

The department has a national and international reputation for the high quality of its faculty and for the diversity of their approaches and interests. It has long been known for its acceptance of a broad range of approaches to the study of politics and for its collegiality. The subfields of political science found in the department are American politics (http://polisci.wisc.edu/fields/american-politics/), comparative politics (http://polisci.wisc.edu/fields/comparative/), political theory and philosophy (http://polisci.wisc.edu/fields/political-theory/), international relations (http://polisci.wisc.edu/fields/ir/), and political methodology (http://polisci.wisc.edu/fields/political-methodology/).

Political science shares faculty with the Robert M. La Follette School of Public Affairs (http://www.lafollette.wisc.edu/), the Law School (http://www.law.wisc.edu/), and the Department of Gender and Women’s Studies (http://womenstudies.wisc.edu/). The presence of programs and centers such as the African Studies Program (http://africa.wisc.edu/), the Center for European Studies (https://europe.wisc.edu/), the Center for Jewish Studies (http://jewishstudies.wisc.edu/), the Center for Russia, East Europe, and Central Asia (CREECA) (http://www.creeca.wisc.edu/), Integrated Liberal Studies (http://ilis.wisc.edu/), the International Studies major (B.A. (http://guide.wisc.edu/undergraduate/letters-science/institute-regional-international-studies/international-studies-ba/), and B.S. (http://guide.wisc.edu/undergraduate/letters-science/institute-regional-international-studies/international-studies-bs/)), Latin American, Caribbean and Iberian Studies (http://www.lacis.wisc.edu/), and others is also beneficial to graduate students, providing opportunities for the advancement of interdisciplinary approaches in student research.

ADMISSIONS

Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 1565) This master’s program is offered for work done en route to the Ph.D.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The department funding guarantee applies to all students admitted to the Ph.D. program. Support may be in the form of fellowships, teaching assistantships, or as an assistant to a faculty research project.

The department does not admit for a master’s degree in political science. Please see admissions information for the Ph.D. (p. 1565)

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
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</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
</tr>
<tr>
<td>Language Requirements</td>
</tr>
</tbody>
</table>
REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POLI SCI 800</td>
<td>Political Science as a Discipline and Profession</td>
<td>1</td>
</tr>
<tr>
<td>POLI SCI 817</td>
<td>Empirical Methods of Political Inquiry</td>
<td>3</td>
</tr>
<tr>
<td>Statistical Methodology Coursework-Graduate Level</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

At least 18 of the 30 credits must be earned in graduate courses in Political Science at the 800 level or above.

No more than 3 credits of POLI SCI 999 may count toward the degree.

Meet the minimum graduate credit requirement.

Maintain minimum of B average in coursework.

Courses taken outside the department must be chosen in consultation with a student's advisor and must be at a level (300 or above) for which graduate credit is available.

Total Credits 30

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
No credits from graduate work from other institutions may count toward the degree.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
No credits from a UW–Madison University Special student career may count toward the degree.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

All students are required to meet with their advisor to discuss the first year review.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

The department currently guarantees at least five years of financial support to all students admitted to the doctoral program, assuming they
are making satisfactory progress toward their degrees. This funding may be in the form of fellowships, teaching assistantships, or project assistantships. All appointments receive valuable fringe benefits such as excellent health insurance and tuition remission.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Develop an appreciation of the diverse subfields of political science.
2. Learn to articulate questions of importance to the field that can be answered using the methods of political science.
3. Learn to select and utilize methods of political inquiry appropriate to particular research questions.
4. Learn to constructively critique existing work in political science.
5. Develop an understanding of political science from an historical context.
6. Recognize and apply principles of ethical and professional conduct in research, teaching, and service.

PEOPLE

Faculty: Professors: Avramenko, Burden, Canon (Chair fall 2020), Cramer, Copelovitch, Kapust, Hendley, Herrera, Kydd, Marquez, Martin, Mayer, Owens, Pevehouse, Ringe, Schweber, Shelef, Straus (Chair starting spring 2021), Tripp, Weimer, Yackee, Weeks, Zumbrunnen; Associate Professors: Bhavnani, Powell, Renshon, Simmons, Tahk, Johnson; Assistant Professors: Brooke, Lei, Lo, Lindsay, Schwarz, Shalaby

More information can be found here: https://polisci.wisc.edu/faculty-2/

POLITICAL SCIENCE, PH.D.

The Department of Political Science offers graduate study leading to the doctor of philosophy in political science. The department admits students only for the Ph.D. program, but a master's degree may be obtained en route to the Ph.D.

The Ph.D. is earned through a combination of coursework and dissertation. The program is designed to provide students with both a general training in political science and the opportunity to specialize in their areas of interest.

The subfields of political science found in the department are American politics (http://polisci.wisc.edu/fields/american-politics/), comparative politics (http://polisci.wisc.edu/fields/comparative/), political theory and philosophy (http://polisci.wisc.edu/fields/political-theory/), international relations (http://polisci.wisc.edu/fields/ir/), and political methodology (http://polisci.wisc.edu/fields/political-methodology/). The department has a national and international reputation for the high quality of its faculty and the diversity of their approaches and interests. It has long been recognized for an acceptance of varied approaches to the study of politics and for its collegiality. Political science shares faculty with the Robert M. La Follette School of Public Affairs (http://www.lafollette.wisc.edu/), the Law School (http://www.law.wisc.edu/), and the Department of Gender and Women's Studies (http://womenstudies.wisc.edu/). The presence of programs and centers such as the African Studies Program (http://africa.wisc.edu/), the Center for European Studies (http://ces.wisc.edu/), the Center for Jewish Studies (http://jewishstudies.wisc.edu/), the Center for Russia, East Europe, and Central Asia (CREECA) (http://www.creeca.wisc.edu/), Integrated Liberal Studies (http://ils.wisc.edu/), the International Studies major (B.A (http://guide.wisc.edu/undergraduate/letters-science/institute-regional-international-studies/international-studies-ba/), and B.S. (http://guide.wisc.edu/undergraduate/letters-science/institute-regional-international-studies/international-studies-bs/)), Latin American, Caribbean and Iberian Studies (http://www.lacis.wisc.edu/), and others is also beneficial to graduate students, providing opportunities for the advancement of interdisciplinary approaches in student research.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>). International applicants whose first language is not English will be admitted only if they have Test of English as a Foreign Language (TOEFL) of 100 or more (Internet-based).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Applicants to the Political Science Ph.D. program must apply online (https://grad.wisc.edu/apply/) by December 15 for admission the following fall. The online application requires you to complete the Graduate School application, Political Science supplemental application, and provide the names and email addresses of three references who can attest to your success as a graduate student. In addition, you must also upload a statement of reasons for graduate study that is two pages in
length, a resume or C.V., scanned official transcripts, and one research paper with an abstract.

Applicants from outside the United States may also need to submit TOEFL scores. International applicants whose first language is not English will be admitted only if they have Test of English as a Foreign Language (TOEFL) of 100 or more (Internet-based).

It is the candidate's responsibility to ensure that all materials are delivered on time.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

The department guarantees funding for all Ph.D. students making satisfactory progress for at least their first five years. Support may be in the form of fellowships, teaching assistantships, or as an assistant for a faculty research project.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Minimum Credit Requirement</th>
<th>Minimum Residence Credit Requirement</th>
<th>Minimum Graduate Coursework Requirement</th>
<th>Overall Graduate GPA Requirement</th>
<th>Other Grade Requirements</th>
<th>Assessments and Examinations</th>
<th>Language Requirements</th>
<th>Doctoral Minor/Breadth Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>51 credits</td>
<td>51 credits</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>).</td>
<td>3.00 GPA required.</td>
<td>No other grade requirements.</td>
<td>Doctoral students must complete written exams in two subfields before the end of the sixth semester. A dissertation proposal must be defended prior to the start of the seventh semester in the program.</td>
<td>No language requirements.</td>
<td>All doctoral students are required to complete a minor. Students are expected to consult with their advisors concerning minor/breadth requirements. At the time the student requests the preliminary exam warrant, a summary should be prepared of the effort in interdisciplinary coursework and training. All Option B minors require the approval of the student's advisor and the associate chair. With program approval, students may be allowed to count 9 credits of graduate coursework from other institutions toward fulfillment of the minor requirement.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POLI SCI 800</td>
<td>Political Science as a Discipline and Profession (Must be done in the first semester)</td>
<td>1</td>
</tr>
<tr>
<td>POLI SCI 817</td>
<td>Empirical Methods of Political Inquiry</td>
<td>3</td>
</tr>
</tbody>
</table>

Statistical Methodology Coursework-Graduate Level 3

Meet with your advisor to discuss the faculty's First Year Assessment of your progress in the program by the start of your third semester.

Take and pass two general prelims from the specified list (International Relations, American Politics, Comparative Politics, Political Theory, Political Methodology) in June following your fourth semester.
Present one or more possible dissertation ideas to a committee with a minimum of two faculty members no later than September 15th of the 5th semester.

POLI SCI 801 Research and Writing Seminar 3

Submit a conference level research paper for review by January 15 before start of 6th semester.

Complete the minor requirement. 9

Meet the minimum graduate credit requirement. 32

Fulfill any requirements specified by the student’s primary subfield, such as presenting at a workshop.

Maintain minimum of B average in coursework.

Remove all Incompletes before defending the dissertation proposal.

Produce an approved dissertation proposal before the start of the seventh semester.

Write, defend and deposit a thesis of an acceptable standard that makes an original contribution to knowledge.

Total Credits 51

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students may be allowed to count 9 credits of graduate coursework from other institutions toward fulfillment of the minor requirement. While satisfying the minor requirement, these credits will not count toward meeting the minimum credit requirement. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

No credits from a UW–Madison University Special student career may count toward the degree.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).

2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).

3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

ADVISOR / COMMITTEE

All students are required to meet with their advisor to discuss the first year review.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
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other
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professional development

graduate school resources
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

learning outcomes
1. Master the state of existing research in two or more subfields of political science.
2. Acquire expert knowledge of methods of political inquiry.
3. Design, conduct, and complete original research of substantive value to the field of political science that makes and original contribution to knowledge.
4. Master the communication of complex concepts to a range of audiences.
5. Demonstrate and foster ethical and professional conduct in research, teaching, and service.

people

Faculty: Professors: Avramenko, Burden, Canon (Chair fall 2020), Cramer, Copelovitch, Kapust, Hendley, Herrera, Kydd, Marquez, Martin, Mayer, Owens, Pevehouse, Ringo, Schweber, Shelef, Straus (Chair starting spring 2021), Tripp, Weimer, Yackee, Weeks, Zumbrunnen; Associate Professors: Bhavnani, Powell, Renshon, Simmons, Tahk, Johnson; Assistant Professors: Brooke, Lei, Lo, Lindsay, Schwarz, Shalaby

More information can be found here: https://polisci.wisc.edu/faculty-2/

population health sciences

degrees/majors, doctoral minors, graduate/professional certificates
- Epidemiology, M.S. (p. 1568)
- Epidemiology, Ph.D. (p. 1573)
- Global Health, Graduate/Professional Certificate (p. 1578)
- Population Health, Doctoral Minor (p. 1580)
- Population Health, M.S. (p. 1581)
- Population Health, Ph.D. (p. 1591)

people

Faculty: Professors Durkin (chair), Cruickshanks, Gangnon, Kanarek, Mullahy, Oliver, Patz, Remington, M. Smith, Trentham-Dietz; Associate Professors Astor, Bautista, Burns, Ehrethnal, Engelman, Johnson, Malecki, Peppard, Sethi; Assistant Professors Cochran, Green, Lindberg, Myerson, Ouayogode, Pillai, Warren-Andersen

epidemiology, m.s.

Epidemiology is the scientific discipline primarily concerned with identifying the distribution and causes of disease in populations. It encompasses a rich methodology including observational and experimental study designs, statistical methods, an understanding of pathogens, environmental and behavioral risk factors, and human biology. Epidemiological methods have evolved to meet threats of global infectious diseases and the complex health challenges presented by an aging population, as well as to capitalize on the expanding understanding of human genetics. As the fundamental discipline of public health, epidemiology provides essential knowledge to design, implement, and assess approaches to effectively prevent disease and improve quality of life in the population.

The research-oriented degree programs are designed to provide rigorous training to develop students’ abilities to synthesize knowledge and skills needed to address today’s health-related problems. Faculty, staff, and students in the Department of Population Health Sciences engage in a wide variety of world-class epidemiological and health services research projects. The interdisciplinary focus allows students the flexibility to work with a wide array of research/faculty on campus.

The department offers two graduate degree programs: an M.S. and a Ph.D. in epidemiology and an M.S. and Ph.D. in population health. While the program is based on a sequence of core courses, students, in consultation with their major professor, have some flexibility to design advanced study and research that best prepares them for their chosen area of interest.

Admissions

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
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</tr>
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<tbody>
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<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
</tbody>
</table>
Applications are welcome from students with diverse academic backgrounds. Students with strong quantitative skills and academic preparation in the biological sciences are strongly encouraged to apply. New students are admitted to start in the fall semester of each school year. Applications are due by December 1 of each year. Late applications are not accepted.

Minimum requirements are:

- Applicants must have an undergraduate degree with a grade point average of 3.0 (on a 4.0 scale), although successful applicants generally have GPAs above 3.0.
- GRE scores are required for admission. The scores must be no more than five years old at the time of application. For applicants who have completed a doctoral degree, GRE scores are preferred but the program will accept scores for the entrance exam required for the doctoral degree (e.g., MCAT, LSAT). Students should contact the graduate program coordinator to find out if their scores are competitive.
- Applicants whose native language or language of study is not English must submit official TOEFL scores. Scores must be no more than five years old at the start of the semester for which an applicant is applying. Further details are available on the Graduate School website (http://grad.wisc.edu/). Note that the minimum test scores for the program are higher than those required by the Graduate School. For the Test of English as a Foreign Language, TOEFL (http://www.toefl.org/), minimum scores of 580 (written), 237 (computer-based), or 92 (Internet-based) or above are required.
- Transcripts must show evidence of advanced quantitative preparation, including at least one semester of calculus with a grade of "B" or better (AP Calculus is acceptable if it meets the UW standards for a "B"), as well as a two-semester course in college-level biology. Applicant should have completed UW-Madison BIOLOGY/BOTANY/ZOOLOGY 151 Introductory Biology and BIOLOGY/BOTANY/ZOOLOGY 152 Introductory Biology or the equivalent.
- A personal statement and three letters of recommendation are required.
- Applicants must meet both the above departmental admission requirements and the Graduate School admission requirements.
- Upon entry to the graduate program, students are matched with a faculty advisor. Faculty advisors help students hone their interests, assist with identifying research projects, provide support for career development, and link students to the greater campus community. Students have the benefit of regular dialogues with faculty members. Seminars and integrated discussion groups allow for increased interaction with core faculty and community lecturers. Finally, the work of students is valued as evidenced by their entries in the annual department poster session, participation in public health symposia, authorship of publications, and involvement in community/research projects.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students admitted to our degree programs are automatically considered for any available scholarships, traineeships, or graduate assistant positions in the department. The most common forms of funding support for our students are assistantships, traineeships, and fellowships.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
CURRICULAR REQUIREMENTS

Requirements Detail
Minimum Credit Requirement 33 credits
Minimum Residence Credit Requirement 21 credits
Minimum Graduate Coursework Requirement 100% of all coursework taken as a graduate student in any of the four degrees the program offers must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/). Overall Graduate GPA Requirement Students must maintain a cumulative GPA of at least 3.25 in all graduate work (including transfer credits) unless conditions for probationary status require higher grades. Students must also maintain a cumulative GPA of 3.25 or better in all coursework completed while enrolled in the graduate program. No grade of BC or lower in required courses will be accepted for the degree.

Other Grade Requirements Students may maintain no more than 6 credits of Incomplete (I) grades during any semester.

Assessments and Examinations No formal examination required.

Language Requirements No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH/B M I 451</td>
<td>Introduction to SAS Programming for Population Health</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH/B M I 551</td>
<td>Introduction to Biostatistics for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/B M I 552</td>
<td>Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 798</td>
<td>Epidemiologic Methods</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 805</td>
<td>Advanced Epidemiology: Causal Inference in Epidemiological Studies</td>
<td>3</td>
</tr>
<tr>
<td>or POP HLTH 806</td>
<td>Advanced Epidemiology: Practice of Epidemiology</td>
<td></td>
</tr>
<tr>
<td>POP HLTH 820</td>
<td>Graduate Research Seminar</td>
<td>1</td>
</tr>
<tr>
<td>Students may use up to 5 credits of POP HLTH 990 Research toward the M.S. requirements in consultation with their advisor.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Responsible Conduct of Research</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Select a minimum of 1 credit of course work in &quot;the responsible conduct of research&quot;</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MED HIST 545</td>
<td>Ethical and Regulatory Issues in Clinical Investigation (Offered in Fall. MED HIST 545 does not fulfill all the NIH requirements for training in the responsible conduct of research for certain T and F awards.)</td>
<td></td>
</tr>
<tr>
<td>NURSING 802</td>
<td>Ethics and the Responsible Conduct of Research (Offered in Spring)</td>
<td></td>
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<tr>
<td>SURG SCI 812</td>
<td>Research Ethics and Career Development</td>
<td></td>
</tr>
<tr>
<td>OBS&amp;GYN 955</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students (Offered in Fall)</td>
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</tr>
<tr>
<td>OBS&amp;GYN 956</td>
<td>Advanced Responsible Conduct of Research for Biomedical Students (Offered in Spring)</td>
<td></td>
</tr>
<tr>
<td>Other courses may be substituted as approved by the advisor and the Director of Graduate Studies.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Epidemiology Specialization 9

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/B M I 542</td>
<td>Introduction to Clinical Trials I</td>
<td></td>
</tr>
<tr>
<td>M M &amp; I/POP HLTH 603</td>
<td>Clinical and Public Health Microbiology</td>
<td></td>
</tr>
<tr>
<td>POP HLTH/NUTR SCI 621</td>
<td>Introduction to Nutritional Epidemiology</td>
<td></td>
</tr>
<tr>
<td>POP HLTH/GENETICS/MD GENET 636</td>
<td>Public Health Genomics</td>
<td></td>
</tr>
<tr>
<td>POP HLTH 650</td>
<td>Special Topics (Special Topics in Environmental Health Epidemiology or Connections: Epidemiology Past, Present, and Future)</td>
<td></td>
</tr>
<tr>
<td>POP HLTH 713</td>
<td>Epidemiology of HIV/AIDS</td>
<td></td>
</tr>
<tr>
<td>POP HLTH 750</td>
<td>Cancer Epidemiology</td>
<td></td>
</tr>
<tr>
<td>SOC 751</td>
<td>Survey Methods for Social Research</td>
<td></td>
</tr>
<tr>
<td>SOC 752</td>
<td>Measurement and Questionnaires for Survey Research</td>
<td></td>
</tr>
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<td>POP HLTH/ M&amp;ENVT0X 789</td>
<td>Principles of Environmental Health: A Systems Thinking Approach</td>
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<td></td>
</tr>
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<td>Advanced Epidemiology: Causal Inference in Epidemiological Studies</td>
<td></td>
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<td>Advanced Epidemiology: Practice of Epidemiology</td>
<td></td>
</tr>
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<tr>
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<td>Cardiovascular Epidemiology</td>
<td></td>
</tr>
<tr>
<td>POP HLTH/ AN SCI/ GENETICS 849</td>
<td>Genetic Epidemiology</td>
<td></td>
</tr>
</tbody>
</table>
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://dosostudents.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, postdoctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Grievance Policy for Graduate Programs in the School of Medicine and Public Health**

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).

**Exclusions**

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

**Requirements for Programs**

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate
program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor’s name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.

3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student's graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student's initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee's recommendation.
   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulate, critique, and elaborate the methodological, biostatistical, and biologic foundations of research and practice of Epidemiology.
2. Identify literature and data sources, assemble, evaluate and synthesize evidence through critical review and data analysis pertaining to questions and challenges about causes and distribution of diseases and other factors related to health.
3. Demonstrate understanding of Epidemiology in its subject matter, historical and social context.
4. Select and utilize the most appropriate study designs and statistical methods for answering questions in Epidemiology.
5. Communicate clearly both in writing and orally in ways appropriate to Epidemiology.
6. Advance contributions to society of the methods and knowledge base of Epidemiology.
7. Recognize and apply principles of ethical professional conduct in their scholarship.

PEOPLE

Faculty: Professors Durkin (chair), Cruickshanks, Gangnon, Kanarek, Patz, Remington, Trentham-Dietz; Associate Professors Astor, Bautista, Ehrenthal, Engleman, Malecki, Peppard, Sethi; Assistant Professor Warren-Andersen

Epidemiology, Ph.D.

Epidemiology is the scientific discipline primarily concerned with identifying the distribution and causes of disease in populations. It encompasses a rich methodology including observational and experimental study designs, statistical methods, an understanding of pathogens, environmental and behavioral risk factors, and human biology. Epidemiological methods have evolved to meet threats of global infectious diseases and the complex health challenges presented by an aging population, as well as to capitalize on the expanding understanding of human genetics. As the fundamental discipline of public health, epidemiology provides essential knowledge to design, implement, and assess approaches to effectively prevent disease and improve quality of life in the population.

The research-oriented degree programs are designed to provide rigorous training to develop students’ abilities to synthesize knowledge and skills needed to address today’s health-related problems. Faculty, staff, and students in the Department of Population Health Sciences engage in a wide variety of world-class epidemiological and health services research projects. The interdisciplinary focus allows students the flexibility to work with a wide array of research/faculty on campus.

The department offers two graduate degree programs: an M.S. and a Ph.D. in epidemiology and an M.S. and Ph.D. in population health. While the program is based on a sequence of core courses, students, in consultation with their major professor, have some flexibility to design advanced study and research that best prepares them for their chosen area of interest.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* For applicants who have completed a doctoral degree, GRE scores are preferred, but we will accept scores from the entrance exam required for the doctoral degree (e.g., MCAT, LSAT).

Applications are welcome from students with diverse academic backgrounds. Students with strong quantitative skills and academic preparation in the biological sciences are strongly encouraged to apply. New students are admitted to start in the fall semester of each school year. Applications are due by December 1 of each year. Late applications are not accepted.

Minimum requirements are:

- Applicants must have an undergraduate degree with a grade point average of 3.0 (on a 4.0 scale), although successful applicants generally have GPAs above 3.0.
- GRE scores are required for admission. The scores must be no more than five years old at the time of application. For applicants who have completed a doctoral degree, GRE scores are preferred but the program will accept scores for the entrance exam required for
the doctoral degree (e.g., MCAT, LSAT). Students should contact
the graduate program coordinator to find out if their scores are
competitive.

- Applicants whose native language or language of study is not English
must submit official TOEFL scores. Scores must be no more than
five years old at the start of the semester for which an applicant
is applying. Further details are available on the Graduate School
website (http://grad.wisc.edu/). Note that the minimum test scores
for the program are higher than those required by the Graduate
School. For the Test of English as a Foreign Language, TOEFL (http://
www.toefl.org/), minimum scores of 580 (written), 237 (computer-
based), or 92 (Internet-based) or above are required.

- Transcripts must show evidence of advanced quantitative
preparation, including at least one semester of calculus with a
grade of "B" or better (AP Calculus is acceptable if it meets the UW
standards for a "B"), as well as a two-semester course in college-level
biology. Applicant should have completed UW-Madison BIOLOGY/
BOTANY/ZOOLOGY 151 Introductory Biology and BIOLOGY/BOTANY/
ZOOLOGY 152 Introductory Biology or the equivalent.

- A personal statement and three letters of recommendation are
required.

- Applicants must meet both the above departmental admission
requirements and the Graduate School admission requirements.

- Upon entry to the graduate program, students are matched with a
faculty advisor. Faculty advisors help students hone their interests,
assist with identifying research projects, provide support for career
development, and link students to the greater campus community.
Students have the benefit of regular dialogues with faculty members.
Seminars and integrated discussion groups allow for increased
interaction with core faculty and community lecturers. Finally, the
work of students is valued as evidenced by their entries in the annual
department poster session, participation in public health symposia,
authorship of publications, and involvement in community/research
projects.

## FUNDING

### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include
assistantships, fellowships, traineeships, and financial aid. Further
funding information (https://grad.wisc.edu/funding/) is available from
the Graduate School. Be sure to check with your program for individual
policies and restrictions related to funding.

### PROGRAM RESOURCES

Students admitted to our degree programs are automatically considered
for any available scholarships, traineeships, or graduate assistant
positions in the department. The most common forms of funding support
for our students are assistantships, traineeships, and fellowships.

## REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree
requirements (p. 13), in addition to the program requirements listed
below.

### MAJOR REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time
to completion. Students are able to complete a program with minimal disruptions to
careers and other commitments.

- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/
or on weekends to accommodate typical business schedules. Students have the
advantages of face-to-face courses with the flexibility to keep work and other life
commitments.

- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.

- **Hybrid**: These programs combine face-to-face and online learning formats. Contact
the program for more specific information.

- **Online**: These programs are offered 100% online. Some programs may require an on-
campus orientation or residency experience, but the courses will be facilitated in an
online format.

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>60 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit</td>
<td>53 credits</td>
</tr>
</tbody>
</table>
| Minimum Graduate Coursework | 100% of degree coursework must be completed graduate-
level coursework; courses with the Graduate Level
Coursework attribute are identified and searchable in the
university’s Course Guide. |
| Overall Graduate GPA Requirement | Students must maintain a cumulative GPA of at least 3.25
in all graduate work (including transfer credits) unless
conditions for probationary status require higher grades.
Students must also maintain a cumulative GPA of 3.25 or
better in all coursework completed while enrolled in the
graduate program. No grade of BC or lower in required
courses will be accepted for the degree. |
| Other Grade Requirements | Students may maintain no more than 6 credits of
Incomplete (I) grades during any semester. |
Assessments and Examinations

Full-time students have up until the end of their third year to pass the Qualifying Exam and their first sitting must occur no later than the end of their second year. Part-time students are expected to pass the exam before the end of their fourth year (regardless of whether the student is continuously enrolled) and their first sitting must occur no later than the end of their third year.

Language Requirements

No language requirements.

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a 9-credit minor.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH/B M I 451</td>
<td>Introduction to SAS Programming for Population Health</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH/B M I 551</td>
<td>Introduction to Biostatistics for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/B M I 552</td>
<td>Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/B M I 651</td>
<td>Advanced Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 798</td>
<td>Epidemiologic Methods</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 805</td>
<td>Advanced Epidemiology: Causal Inference in Epidemiological Studies</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 806</td>
<td>Advanced Epidemiology: Practice of Epidemiology</td>
<td>3</td>
</tr>
</tbody>
</table>

Students may use up to 11 credits of POP HLTH 990 Research toward the Ph.D. requirements in consultation with their advisor.

Responsible Conduct of Research

Select a minimum of 1 credit of course work in "the responsible conduct of research".  

<table>
<thead>
<tr>
<th>Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>B M I 826</td>
<td>Special Topics in Biostatistics and Biomedical Informatics (Ethical Conduct of Research for Data Scientists)</td>
<td>1</td>
</tr>
<tr>
<td>MED HIST 545</td>
<td>Ethical and Regulatory Issues in Clinical Investigation (Offered in Fall. MED HIST 545 does not fulfill all the NIH requirements for training in the responsible conduct of research for certain T and F awards.)</td>
<td>1</td>
</tr>
<tr>
<td>NURSING 802</td>
<td>Ethics and the Responsible Conduct of Research (Offered in Spring)</td>
<td>1</td>
</tr>
<tr>
<td>SURG SCI 812</td>
<td>Research Ethics and Career Development</td>
<td>1</td>
</tr>
<tr>
<td>OBS&amp;GYN 955</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students (Offered in Fall)</td>
<td>1</td>
</tr>
<tr>
<td>OBS&amp;GYN 956</td>
<td>Advanced Responsible Conduct of Research for Biomedical Students (Offered in Spring)</td>
<td>1</td>
</tr>
</tbody>
</table>

Other courses may be substituted as approved by the advisor and the Director of Graduate Studies.

Epidemiology Specialization Courses

Ph.D. students must complete at least 12 additional credits of specialization work from the list below.

<table>
<thead>
<tr>
<th>Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>STAT/B M I 542</td>
<td>Introduction to Clinical Trials I</td>
<td>12</td>
</tr>
<tr>
<td>M M &amp; I/ POP HLTH 603</td>
<td>Clinical and Public Health</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH/ NUTR SCI 621</td>
<td>Introduction to Nutritional Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH/ GENETICS/ MD GENET 636</td>
<td>Public Health Genomics</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH 650</td>
<td>Special Topics (Topics: Environ. Health Epidemiology; Connections: Epidemiology Past, Present, and Future)</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH 713</td>
<td>Epidemiology of HIV/AIDS</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH 750</td>
<td>Cancer Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>SOC 751</td>
<td>Survey Methods for Social Research</td>
<td>1</td>
</tr>
<tr>
<td>SOC 752</td>
<td>Measurement and Questionnaires for Survey Research</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH/ M&amp;ENVTOX 789</td>
<td>Principles of Environmental Health: A Systems Thinking Approach</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH/ KINES 791</td>
<td>Physical Activity Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH 801</td>
<td>Epidemiology of Infectious Diseases</td>
<td>1</td>
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<tr>
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<td>Advanced Epidemiology: Causal Inference in Epidemiological Studies</td>
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<td>Reproductive and Perinatal Epidemiology</td>
<td>1</td>
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<tr>
<td>POP HLTH 810</td>
<td>Global Health Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH 847</td>
<td>Cardiovascular Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH/ AN SCI/ GENETICS 849</td>
<td>Genetic Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH/ KINES 955</td>
<td>Seminar - Physical Activity Epidemiology</td>
<td>1</td>
</tr>
</tbody>
</table>

Fourth Semester Biostatistics

See below for list of acceptable courses to satisfy the fourth-semester biostatistics requirement.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M I/ POP HLTH 652</td>
<td>Topics in Biostatistics for Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>STAT 349</td>
<td>Introduction to Time Series</td>
<td>1</td>
</tr>
<tr>
<td>STAT 351</td>
<td>Introductory Nonparametric Statistics</td>
<td>1</td>
</tr>
<tr>
<td>STAT 411</td>
<td>An Introduction to Sample Survey Theory and Methods</td>
<td>1</td>
</tr>
<tr>
<td>STAT 456</td>
<td>Applied Multivariate Analysis</td>
<td>1</td>
</tr>
<tr>
<td>STAT/ COMP SCI 471</td>
<td>Introduction to Computational Statistics</td>
<td>1</td>
</tr>
<tr>
<td>STAT 575</td>
<td>Statistical Methods for Spatial Data</td>
<td>1</td>
</tr>
</tbody>
</table>
Committee following the probationary semester. Students may be on probation for one semester and will be reviewed by the Steering Committee for satisfactory progress. A student not meeting guidelines for satisfactory progress will be placed on probation. Students on probation may be dropped or allowed to continue by the committee based on review of progress during the probationary semester.

**ADVISOR / COMMITTEE**

Students must meet with their advisor at least once each semester for academic advising.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Dissertation required. Doctoral students have a maximum of five years from the date of passing the preliminary examination to take the final oral examination and deposit the dissertation.

Doctoral degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count a maximum of 12 credits of graduate coursework taken from other institutions as a graduate student. Coursework earned five or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 12 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

**PROBATION**

A student not meeting guidelines for satisfactory progress will be placed on probation for one semester and will be reviewed by the Steering Committee following the probationary semester. Students may be
member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).

**Exclusions**

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

**Requirements for Programs**

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor’s name on the program’s Guide page and handbook. The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

**Procedures**

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.

3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.

   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.

   c. The grievance advisor or program director will share the response with the student filing the grievance.

   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program’s faculty committee. The following steps will occur:

   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.

   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur,
the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.

e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER

n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulate research problems, potentials, and limits with respect to theory, knowledge, and practice of Epidemiology based on understanding of its methodological, biostatistical, and biologic foundations.

2. Assemble, evaluate and synthesize evidence from literature and data sources to formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge about causes, distribution, and prognosis of diseases and other factors related to health.

3. Demonstrate breadth and depth of knowledge of Epidemiology in a specific substantive area, such as, but not limited to, infectious diseases, genetics, sleep, chronic diseases, environmental, and social epidemiology.

4. Create research that makes a substantive contribution to the knowledge base of Epidemiology.

5. Develop mastery of scholarship in Epidemiology relevant to generate knowledge useful to inform research needs and public health and patient care policies.

6. Communicate complex ideas both in writing and orally in a clear and understandable manner.

7. Recognize and apply principles of ethical and professional conduct in their scholarship.

GLOBAL HEALTH, GRADUATE/PROFESSIONAL CERTIFICATE

The Graduate/Professional Certificate in Global Health Program is designed to advance the knowledge and capabilities of learners with interests in global health. The certificate is available to graduate students and students in a professional degree program (typically in the health sciences).

The certificate curriculum focuses on global health topics and health issues that transcend national boundaries. Through this nine-credit program, which includes academic course work and a global health field experience emphasizing two-way learning, students will be prepared to address health challenges and disparities in a context of cultural diversity, both at home and abroad. Certificate candidates often work with partners and sites internationally, but may also apply a global lens to issues of health and wellbeing in Wisconsin and other parts of the United States. This global-to-local philosophy is important to the program.

Through choices of elective/selective courses, students may focus their studies on health promotion, detection and treatment of disease, prevention and management of outbreaks, health policy, environmental health, or other current and important global health topics. The certificate emphasizes multidisciplinary learning and approaches to global health challenges.

Educational Benchmarks for Certificate Program

- To demonstrate self-guided learning habits, recognizing that experiential learning opportunities exist in many forms and that learning is a life-long endeavor.
- To interpret quantitative and qualitative information from the sciences, social sciences, and the humanities to inform global health work.
- To integrate contextually-grounded information about a location’s health, history, politics, culture, and environment into one’s learning experiences.
- To practice directed self-assessment and reflection about one’s experiences and chosen profession, including consideration of one’s role as a member of an interdisciplinary team.
- To compare and contrast the practice of health-related activities in different settings, including the social production of health and wellbeing.
- To draw connections between global experiences and local needs.
- To work effectively as a member of a diverse team to achieve shared goals.
- To effectively communicate ideas about health to other professions, as well as to community leaders and members of the general public.
- To recognize valuable opportunities for high and low-middle income countries to learn from one another, and creatively evaluate assets in addressing problems.
A dismissals

The application period is January 15 through April 30 for the following academic year.

In addition to the Certificate in Global Health application form, which will be available during the application period, program applicants are required to submit a current resume and original transcripts from all postsecondary schools attended. (Applicants who are currently enrolled in or have been accepted to a UW–Madison health sciences or graduate studies program may request to have copies of their transcripts sent from their program administrator to the SMPH Office of Global Health.)

Students who already hold an Undergraduate Certificate in Global Health from UW–Madison are encouraged to contact the SMPH Office of Global Health to discuss options for advanced study. Please do not apply for the graduate/professional certificate.

Requirements

Completion of a minimum of nine credits is required for the certificate, including six core course credit requirements, one of which is a credit-based global health field experience, and three elective credits. A description of the core requirements and electives is provided below.

Core course requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH 718</td>
<td>Principles of Global Health Care Systems 1</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH 810</td>
<td>Global Health Epidemiology</td>
<td>2</td>
</tr>
</tbody>
</table>

Students choose one of the following sequences:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH 640</td>
<td>Foundations in Global Health Practice 2</td>
<td>1</td>
</tr>
<tr>
<td>Independent Study 699 3</td>
<td>Interdisciplinary Perspectives on Global Health and Disease</td>
<td>1</td>
</tr>
</tbody>
</table>

or

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH 644 &amp; POP HLTH 645</td>
<td>Interdisciplinary Perspectives on Global Health and Disease Field Course 4</td>
<td>2</td>
</tr>
</tbody>
</table>

Students take electives to complete credit requirements. Consult with SMPH Office of Global Health program staff for updated list.

1 If possible, for optimal preparation, POP HLTH 718 should be taken prior to POP HLTH 640 and undertaking an independent field experience.
2 POP HLTH 640 is for students planning to do an independent global health field experience. It includes selecting a site, identifying a counterpart organization, developing a scope of work that is of mutual benefit to the student and the counterpart organization, and preparation for travel (health and safety).
3 Fourth year PharmD students who intend to fulfill the field requirement with an Advanced Pharmacy Practice Experience (APPE) may use PHM PRAC 673 Seminars in Global Health Pharmacy as the pre-requisite course in place of POP HLTH 640.
4 Students should take Independent Study 699 in the department of advisor, with certificate director approval.

Global health field experience (1-6 credits in total; 1 credit counts toward certificate requirements)

A global health field course/experience is an academic credit-based learning experience in a setting relevant to global health. Field courses/experiences are generally carried out during the summer (less commonly within the normal academic calendar if they do not interfere with class attendance or completion of requirements for registered coursework); 1 week of on-site learning is equivalent to 1 credit. (Please note that only one field experience credit counts toward certificate requirements; additional field course credits earned cannot be applied to the elective requirements.)

Students may elect to do: a faculty-led interdisciplinary group field course administered by the UW–Madison Office of International Academic Programs (IAP) or they may choose to design an independent field experience at the site of their choice, with approval of an academic advisor and the certificate program director. Field experiences usually take place in a country outside the United States, but may also be carried out in the U.S., working with international/underserved populations or addressing health issues that have global implications. Students may also work with international agencies, such as the United Nations, the World Health Organization, Centers for Disease Control and Prevention, or nongovernmental organizations.

Field experience requirements:

Students must be in good academic standing to participate in a global health field experience.

For POP HLTH 645 Global Health Field Course faculty-led group courses (Thailand, Uganda, Ecuador), students are required to take the related prerequisite campus-based course (POP HLTH 644 Interdisciplinary Perspectives on Global Health and Disease) and apply to participate in the field course through the campus-wide Office of International Academic Programs. (https://www.studyabroad.wisc.edu) Upon satisfactory completion of the field course, students will receive credit for POP HLTH 645 Global Health Field Course.

For independent field experiences, certificate students must prepare a proposal, to be reviewed and approved by his or her advisor and the Certificate Program Director, which describes project goals and objectives and outlines a tentative schedule of activities. Students must register for independent study credit in an appropriate school or department (a 699 course number in most health sciences and graduate departments). Master of Public Health (MPH) students who are also global health certificate students and doing an independent field experience should register for PUBLHLTH 788 Applied Practice Experience, in place of a 699. Please note that POP HLTH 640 Foundations in Global Health Practice, is a prerequisite for PUBLHLTH 788 Applied Practice Experience for these dual MPH/global health certificate students.

All students completing independent field experiences are required by the School of Medicine and Public Health (SMPH) to execute an affiliation.
agreement between the field site organization and the SMPH/University of Wisconsin—Madison.

Upon completion of the field experience, all students must submit to the Certificate program office:

- A summary of reflections on the field course/experience. (This may take the form of a journal kept throughout the field course/experience, or if a journal was not kept, a template will be provided.);
- An instructor evaluation of the student; and,
- A reference-cited, academic paper/project report.

Students completing an independent field experience will also need to submit a site evaluation.

LEARNING OUTCOMES

1. Exhibit the ability to describe and compare the health care systems in different areas of the world (such as: an understanding of pros and cons of systems, comparison to the US system, and trends in the evolution of health care systems over time).

2. Demonstrate knowledge of the epidemiology of common global health concerns, both communicable and non-communicable (such as: differences between high/middle/low income countries and programs to mitigate the impacts of these health issues such as the millennium and sustainable development goals).

3. Demonstrate the ability to integrate information from multiple perspectives into an assessment of a country/location's health status (such as: history, politics, culture, societal structure, economics, environmental sciences, health care system(s), health databases, disease epidemiology, human rights, human subjects protections).

4. Model ethical behavior in global health engagement (such as: appreciation of the bidirectional nature of learning and mutual benefits between stakeholders and learners, cultural humility and flexibility, recognition of the importance of program sustainability over time, openness to new information/ideas).

5. Demonstrate professionalism, effective communication, leadership, problem-solving, and collaboration across multiple health education disciplines and stakeholders in addressing a global health issue (including an understanding of One Health approaches).

6. Exhibit the ability for growth in one's approach to global health work through self-assessment and structured reflection (such as: personal biases and perspectives, views on equity and disparities, personal limitations)

PEOPLE

Population Health Sciences
School of Medicine and Public Health
Epidemiology, Ph.D.
(608) 265-8108
pophealth@mailplus.wisc.edu
http://www.pophealth.wisc.edu

Maureen Durkin, Department Chair
maureen.durkin@wisc.edu
(608) 263-7507
707c Warf Office Building
610 Walnut St

Madison, WI 53726

POPULATION HEALTH, DOCTORAL MINOR

Many, if not all, research endeavors have implications for health. The doctoral minor in population health provides the methodological foundations for understanding how health is evaluated, how to assess influences on health and how to critically evaluate health related research. In addition, students completing the minor enhance their general understanding of research design and statistical interpretation.

The coursework encompasses the methodological cornerstones of population health and clinical research: epidemiology, health services research, and biostatistics. The electives allow students to emphasize epidemiology or health services research.

The population health minor is open to students in any major field of graduate studies at the University of Wisconsin. Given the necessarily quantitative emphasis of the coursework, a prior one-semester course in biostatistics (such as POP HLTH/B M I 551, B M I/STAT 541 or STAT/F&W ECOL/HORT 571 ) is required or can be taken simultaneously (prior to B M I/POP HLTH 552) with coursework for the minor.

ADMISSIONS

In order to have approval to pursue the population health minor, please send an email to the Population Health Sciences graduate program coordinator, Quinn Fullenkamp (quinn.fullenkamp@wisc.edu), explaining the sequence of courses that you plan to take toward the doctoral minor requirement. Be sure to include course completion dates. Your plan will be approved via email. When you are ready to have your warrant signed, email Quinn Fullenkamp again to make arrangements to obtain a signature.

REQUIREMENTS

A minimum of 10 credits of coursework consisting of three required 3-credit courses and 1–3 credits of a Population Health elective must be completed. The minor will consist of the following Population Health Sciences courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 795</td>
<td>Principles of Population Health Sciences (Preferred full semester option only)</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 796</td>
<td>Introduction to Health Services Research</td>
<td>3</td>
</tr>
<tr>
<td>or POP HLTH 798</td>
<td>Epidemiologic Methods</td>
<td></td>
</tr>
</tbody>
</table>

Students are strongly encouraged to take one of the following as an elective. However, other POP HLTH courses can be considered:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH/B M I 552</td>
<td>Regression Methods for Population Health</td>
<td>3</td>
</tr>
</tbody>
</table>
A likely course sequence for the doctoral minor in population health would be as follows:

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH 795</td>
<td>3</td>
<td>POP HLTH 796 or 798</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>3</td>
<td>POP HLTH Elective</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td><strong>12</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Students who request exemptions and/or substitutions for required minor courses must appeal to the director of the graduate program through the graduate program coordinator. In this case, the appeal must include a Proposed Minor Program Plan, which must be approved and signed by the graduate program director.

**POPULATION HEALTH, M.S.**

The Department of Population Health Sciences, part of the School of Medicine and Public Health, strives to provide leadership in the emerging, integrative field of population health. Its mission is to create, integrate, disseminate, and apply knowledge promoting the most efficient, equitable, and effective possible use of resources to maintain and improve the health of populations.

The department offers two graduate degree programs: an M.S. and a Ph.D. in population health and an M.S. and Ph.D. in epidemiology. The M.S and Ph.D. in Population Health can be taken with either a named option in Epidemiology (p. 1582) or a named option in Population Health (p. 1587).

The research-oriented degree programs are designed to provide rigorous, interdisciplinary training to develop students’ abilities to synthesize knowledge and skills needed to address today’s health-related problems. Methodological and analytical training is grounded in biostatistics, epidemiology, and health services research, but also emphasizes methods employed in the social sciences and econometrics that contribute to the study of health in populations. While the program is based on a sequence of core courses, students, in consultation with their major professor, have the flexibility to design advanced study and research that best prepares them for their chosen area of interest.

Individuals choose this program because of its innovative approach, strong research focus, and personal attention to students. It is an ideal option for those considering a broad array of fields including epidemiology, public health, health policy, health economics, health services research, environmental health, industrial engineering, demography, and more. UW–Madison ranks as one of the most prolific research universities in the world, consistently placing in the top five among American public universities for research expenditures. The program’s interdisciplinary focus allows students the flexibility to work with a wide array of research/faculty on campus. For instance, program faculty include members from a number of other departments such as business, family medicine, industrial engineering, law, medical history and bioethics, medicine, nursing, ophthalmology, public affairs, sociology, and veterinary medicine. The multidisciplinary faculty coupled with the diverse backgrounds of the students provides a rich and stimulating training environment.

Faculty, staff, and students in the Department of Population Health Sciences engage in a wide variety of world-class epidemiological and health services research projects to understand determinants of health and health problems in populations, to analyze public and clinical health policies, and to improve the effectiveness and efficiency of healthcare. Research topics may include (but are not limited to) chronic, infectious, and environmental disease epidemiology; public health; studies of medical outcomes; health economics; maternal and childhood health; the determinants and measurement of population health status; and health administration and policy. These multidisciplinary research programs may include (but are not limited to) the study of the effects and interactions of genetic traits; biologic and metabolic processes; pathogens; pollutants; lifestyles; behaviors; economic social and physical environments; and public health and health care systems on the health of populations. Methods employed involve developing and maintaining long term cohort studies, disease registries, population surveys, and retrospective analyses of large observational databases. Researchers in the department also work to advance methodology in health economics, population health evaluation, and statistical analyses.

For more information, see the graduate program Academic Guide (https://pophealth.wisc.edu/degree-programs/academic-guide/).

**ADMISSIONS**

Students apply to the Master of Science in Population Health through one of the named options:

- Epidemiology (p. 1582)
- Population Health (p. 1587)

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students admitted to our degree programs are automatically considered for any available scholarships, traineeships, or graduate assistant positions in the department. The most common forms of funding support for our students are assistantships, traineeships, and fellowships.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>33 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit</td>
<td>21 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework</td>
<td>100% of all coursework taken as a graduate student must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a> (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/</a>)).</td>
</tr>
<tr>
<td>Overall Graduate GPA</td>
<td>Students must maintain a cumulative GPA of at least 3.25 in all graduate work (including transfer credits) unless conditions for probationary status require higher grades. Students must also maintain a cumulative GPA of 3.25 or better in all coursework completed while enrolled in the population health graduate program. No grade of BC or lower in epidemiology required courses will be accepted for the degree.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Maintain no more than 6 credits of Incomplete (I) grades during any semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>No formal examination required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Select a Named Option (p. 1582) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferred. Students pursuing the Master of Science in Population Health must select one of the following named options:

View as listView grid

- POPULATION HEALTH: EPIDEMIOLOGY, M.S. (P. 1582)
- POPULATION HEALTH: POPULATION HEALTH, M.S. (P. 1587)

POLICIES

Students should refer to one of the named options for policy information:

- Epidemiology (p. 1582)
- Population Health (p. 1587)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulate, critique, and elaborate the health services, health assessment, microeconomic, biostatistical, and epidemiologic foundations of Population Health research and practice.
2. Identify literature and data sources, assemble, evaluate and synthesize evidence through critical review and data analysis pertaining to questions and challenges in Population Health.
3. Demonstrate understanding of Population Health in its subject matter, historical and social context.
4. Select and utilize the most appropriate study designs and statistical methods for answering questions in Population Health.
5. Communicate clearly both in writing and orally in ways appropriate to Population Health.
6. Advance contributions to society of the methods and knowledge base of Population Health and Health Services Research.
7. Recognize and apply principles of ethical professional conduct in their scholarship.

PEOPLE

Faculty: Professors Durkin (chair), Cruickshanks, Gangnon, Kanarek, Mullahy, Oliver, Patz, Remington, M. Smith, Trentham-Dietz; Associate Professors Astor, Bautista, Burns, Ehrenthal, Engelman, Johnson, Malecki, Peppard, Sethi; Assistant Professors Cochran, Green, Lindberg, Myerson, Ouayogode, Pillai, Warren-Andersen

POPULATION HEALTH: EPIDEMIOLOGY, M.S.

This is a named option in the Population Health M.S. (p. 1581)

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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Minimum requirements are:

1. Applicants must fulfill all Graduate School requirements.
2. Applicants must have an undergraduate degree with a grade point average of 3.0 (on a 4.0 scale). Successful applicants generally have GPAs well above 3.0.
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Upon entry to the graduate programs, students are matched with a faculty advisor. Faculty advisors helps students hone their interests, assists with identifying research projects, provide support for career development, and link students to the greater campus community. Students have the benefit of regular dialogues with faculty members. Seminars and integrated discussion groups allow for increased interaction with core faculty and community lecturers. Finally, the work of students is valued as evidenced by their entries in the annual department poster session, participation in public health symposia, authorship of publications, and involvement in community/research projects.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students admitted to our degree programs are automatically considered for any available scholarships, traineeships, or graduate assistant positions in the department. The most common forms of funding support for our students are assistantships, traineeships, and fellowships.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

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Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
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<tbody>
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<td>Minimum Residence Credit Requirement</td>
</tr>
<tr>
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</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
</tr>
<tr>
<td>Language Requirements</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

<table>
<thead>
<tr>
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</tr>
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<tbody>
<tr>
<td>POP HLTH/B MI 451 Introduction to SAS Programming for Population Health</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH/B MI 551 Introduction to Biostatistics for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/B MI 552 Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 795 Principles of Population Health Sciences</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/SOC 797 Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 798 Epidemiologic Methods</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 805 Advanced Epidemiology: Causal Inference in Epidemiological Studies</td>
<td>3</td>
</tr>
<tr>
<td>or POP HLTH 806 Advanced Epidemiology: Practice of Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 820 Graduate Research Seminar</td>
<td>1</td>
</tr>
<tr>
<td>Select a minimum of 1 credit of course work in &quot;the responsible conduct of research&quot;</td>
<td>1</td>
</tr>
<tr>
<td>Complete two approved epidemiology electives (see list below)</td>
<td>4-6</td>
</tr>
<tr>
<td>Electives</td>
<td>5-7</td>
</tr>
<tr>
<td>POP HLTH 699 Independent Reading</td>
<td></td>
</tr>
</tbody>
</table>

RESPONSIBLE CONDUCT OF RESEARCH COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M I 826</td>
<td>Special Topics in Biostatistics and Biomedical Informatics (Ethical Conduct of Research for Data Scientists)</td>
<td>1</td>
</tr>
<tr>
<td>MED HIST 545</td>
<td>Ethical and Regulatory Issues in Clinical Investigation (Offered in Fall. MED HIST 545 does not fulfill all the NIH requirements for training in the responsible conduct of research for certain T and F awards.)</td>
<td>1</td>
</tr>
<tr>
<td>NURSING 802</td>
<td>Ethics and the Responsible Conduct of Research (Offered in Spring)</td>
<td>1</td>
</tr>
<tr>
<td>SURG SCI 812</td>
<td>Research Ethics and Career Development</td>
<td>2</td>
</tr>
<tr>
<td>OBS&amp;GYN 955</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students (Offered in Fall)</td>
<td>2</td>
</tr>
<tr>
<td>OBS&amp;GYN 956</td>
<td>Advanced Responsible Conduct of Research for Biomedical Students (Offered in Spring)</td>
<td>1</td>
</tr>
</tbody>
</table>

EPIDEMIOLOGY ELECTIVES

<table>
<thead>
<tr>
<th>Code/Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>POP HLTH/ NUTR SCI 621</td>
<td>Introduction to Nutritional Epidemiology</td>
</tr>
<tr>
<td>POP HLTH/ GENETICS/ MD GENET 636</td>
<td>Public Health Genomics</td>
</tr>
<tr>
<td>POP HLTH 650</td>
<td>Special Topics (Topic: Environment Health Epidemiology; Topic: Connections- Epidemiology Past, Present, and Future)</td>
</tr>
<tr>
<td>POP HLTH 713</td>
<td>Epidemiology of HIV/AIDS</td>
</tr>
<tr>
<td>POP HLTH 750</td>
<td>Cancer Epidemiology</td>
</tr>
<tr>
<td>POP HLTH 784</td>
<td>Public Health Surveillance and Analytics</td>
</tr>
<tr>
<td>POP HLTH/ M&amp;ENVTOX 789</td>
<td>Principles of Environmental Health: A Systems Thinking Approach</td>
</tr>
<tr>
<td>POP HLTH/ KINES 791</td>
<td>Physical Activity Epidemiology</td>
</tr>
<tr>
<td>POP HLTH 801</td>
<td>Epidemiology of Infectious Diseases</td>
</tr>
<tr>
<td>POP HLTH 805</td>
<td>Advanced Epidemiology: Causal Inference in Epidemiological Studies</td>
</tr>
</tbody>
</table>
15 credits

CREDITS PER TERM ALLOWED

15 credits

PROBATION
A student not meeting guidelines for satisfactory progress will be placed on probation for one semester and will be reviewed by the steering committee following the probationary semester. Students may be dropped or allowed to continue by the committee based on review of progress during the probationary semester.

ADVISOR / COMMITTEE
Students must meet with their advisor at least once each semester for academic advising.

TIME CONSTRAINTS
Thesis required. Approval of a written proposal for thesis research is required before beginning thesis. M.S. candidates must submit master’s thesis to advisor within two years of completing all coursework.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students and/or employees)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Medicine and Public Health
Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).
Procedures

reporting other issues have been compiled by the Graduate School. grad.wisc.edu/current-students/#reporting-incidents supported throughout the reporting process.

program, including but not limited to academic standing, progress to response process described below for issues specific to the graduate The grievance advisor or program director may be approached for notify students of the grievance advisor, including posting the grievance that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor's name on the program's Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Requirements for Programs

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor's name on the program's Guide page and handbook.

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.

3. Should a satisfactory resolution not be achieved, the student should contact the program's grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student's satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.

   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.

   c. The grievance advisor or program director will share the response with the student filing the grievance.

   d. The faculty committee will make a decision regarding the grievance. The committee's review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of
the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

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Faculty: Professors Durkin (chair), Cruickshanks, Gangnon, Kanarek, Mullaly, Oliver, Patz, Remington, M. Smith, Trentham-Dietz; Associate Professors Astor, Bautista, Burns, Ehrenthal, Engelman, Johnson, Malecki, Peppard, Sethi; Assistant Professors Cochran, Green, Lindberg, Myerson, Ouayogode, Pillai, Warren-Andersen

POPULATION HEALTH: POPULATION HEALTH, M.S.

This is a named option within the Population Health M.S. (p. 1581)

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/app/requirements/) of the Graduate School as well as the program(s).

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</tbody>
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<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>). For the Test of English as a Foreign Language, (TOEFL), a minimum score of 580 (written), 237 (computer-based), or 92 (Internet-based) or above is absolutely required. For the International English Language Testing System, (IELTS), a minimum score of 7 is required.</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
</tbody>
</table>

* For applicants who have completed a doctoral degree, GRE scores are preferred, but we will accept scores from the entrance exam required for the doctoral degree (e.g., MCAT, LSAT).

Applications are welcome from students with diverse academic backgrounds. Students with strong academic preparation in the biological/medical sciences, quantitative analysis, and/or population health related social sciences are strongly encouraged to apply. Historically, many applicants who have succeeded in our program have come to the program with backgrounds in fields as diverse as microbiology, genetics, nutritional sciences, medicine, nursing, pharmacy, veterinary medicine, environmental sciences, political sciences, business, sociology, education, engineering, psychology, and economics.

New students are admitted to start in the fall semester of each school year. Applications are due by December 1 of each year. Late applications are not accepted.

Minimum requirements are:

1. Applicants must fulfill all Graduate School requirements.
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3. GRE scores no more than five years old are required for admission. Applicants with professional degrees may substitute their scores for the entrance exam that was required for the degree (e.g., MCAT, LSAT), if taken within the last 5 years. For more information on the GRE, see this link (http://www.ets.org/gre/).
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MINIMUM GRADUATE SCHOOL REQUIREMENTS

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<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
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</tr>
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<td>Minimum</td>
<td>33 credits</td>
</tr>
<tr>
<td>Residence Credit Requirement</td>
<td>21 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>100% of all coursework taken as a graduate student must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>Students must maintain a cumulative GPA of at least 3.25 in all graduate work (including transfer credits) unless conditions for probationary status require higher grades. Students must also maintain a cumulative GPA of 3.25 or better in all coursework completed while enrolled in the graduate program. No grade of BC or lower in required courses will be accepted for the degree.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students may maintain no more than 6 credits of Incomplete (I) grades during any semester.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>No formal examination required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements.</td>
</tr>
</tbody>
</table>

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<td>3</td>
</tr>
<tr>
<td>POP HLTH/B M I 552</td>
<td>Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 795</td>
<td>Principles of Population Health Sciences</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 820</td>
<td>Graduate Research Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>

Select two additional methods courses from the list below. Students must complete 6 credits of methods courses. Students can take either POP HLTH 796 or POP HLTH 798 and a course from the list below. Students are also allowed to take both POP HLTH 796 and POP HLTH 798 to complete this requirement.

Select a minimum of 1 credit of courses in “the responsible conduct of research”

Electives

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH 699</td>
<td>Independent Reading</td>
</tr>
<tr>
<td>POP HLTH 990</td>
<td>Research</td>
</tr>
</tbody>
</table>

Other courses in consultation with advisor.

Total Credits 33

1 Students may count up to 5 credits of POP HLTH 990 Research toward the electives requirement, though they may enroll in more than 5. In addition, students may count up to 3 credits
of POP HLTH 699 Independent Reading toward the electives requirement, though they may enroll in more than 3.

Methods Core Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH/B M I 651</td>
<td>Advanced Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/ ISY E 703</td>
<td>Quality of Health Care: Evaluation and Assurance</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 709</td>
<td>Translational and Outcomes Research in Health and Health Care</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 796</td>
<td>Introduction to Health Services Research</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 798</td>
<td>Epidemiologic Methods</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 805</td>
<td>Advanced Epidemiology: Causal Inference in Epidemiological Studies</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 806</td>
<td>Advanced Epidemiology: Practice of Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/ ISY E 875</td>
<td>Cost Effectiveness Analysis in Health and Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 876</td>
<td>Measuring Health Outcomes</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/ A A E/ENVIR ST/ PUB AFFR 881</td>
<td>Benefit-Cost Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>

Responsible Conduct of Research courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B M I 826</td>
<td>Special Topics in Biostatistics and Biomedical Informatics (Section 008 Ethical Conduct of Research for Data Scientists)</td>
<td>1</td>
</tr>
<tr>
<td>MED HIST 545</td>
<td>Ethical and Regulatory Issues in Clinical Investigation (Offered in Fall. MED HIST 545 does not fulfill all the NIH requirements for training in the responsible conduct of research for certain T and F awards.)</td>
<td>1</td>
</tr>
<tr>
<td>NURSING 802</td>
<td>Ethics and the Responsible Conduct of Research (Offered in Spring)</td>
<td>1</td>
</tr>
<tr>
<td>SURG SCI 812</td>
<td>Research Ethics and Career Development</td>
<td>2</td>
</tr>
<tr>
<td>OBS&amp;GYN 955</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students (Offered in Fall)</td>
<td>2</td>
</tr>
<tr>
<td>OBS&amp;GYN 956</td>
<td>Advanced Responsible Conduct of Research for Biomedical Students (Offered in Spring)</td>
<td>1</td>
</tr>
</tbody>
</table>

Other courses may be substituted as approved by the advisor and director of grad studies

General university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count a maximum of 12 credits of graduate coursework taken from other institutions as a graduate student. coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 12 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

A student not meeting guidelines for satisfactory progress will be placed on probation for one semester and will be reviewed by the steering committee following the probationary semester. Students may be dropped or allowed to continue by the committee based on review of progress during the probationary semester.

ADVISOR / COMMITTEE

Students must meet with their advisor once each semester for academic advising.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Thesis required. Approval of a written proposal for thesis research is required before beginning thesis. M.S. candidates must submit Master’s thesis to advisor within two years of completing all coursework.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and
conflict involving graduate assistants and other employees, postdoctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Grievance Policy for Graduate Programs in the School of Medicine and Public Health

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquiries about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).

Exclusions

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

Requirements for Programs

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor’s name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program's community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.
4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.
5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.
6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program's faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program's faculty committee. The following steps will occur:
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student's graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student's initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee's recommendation.
   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER

n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
health administration and policy. These multidisciplinary research programs may include (but are not limited to) the study of the effects and interactions of genetic traits; biologic and metabolic processes; pathogens; pollutants; lifestyles; behaviors; economic social and physical environments; and public health and health care systems on the health of populations. Methods employed involve developing and maintaining long term cohort studies, disease registries, population surveys, and retrospective analyses of large observational databases. Researchers in the department also work to advance methodology in health economics, population health evaluation, and statistical analyses.

For more information, see the graduate program Academic Guide (https://pophealth.wisc.edu/degree-programs/academic-guide/).

ADMISSIONS

Students apply to the Ph.D. in Population Health through one of the named options:

- Epidemiology (p. 1582)
- Population Health (p. 1597)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Students admitted to our degree programs are automatically considered for any available scholarships, traineeships, or graduate assistant positions in the department. The most common forms of funding support for our students are assistantships, traineeships, and fellowships.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>39 credits</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement

100% of all coursework taken as a graduate student must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)).

Overall Graduate GPA Requirement

Students must maintain a cumulative GPA of at least 3.25 in all graduate work (including transfer credits) unless conditions for probationary status require higher grades. Students must also maintain a cumulative GPA of 3.25 or better in all coursework completed while enrolled in the population health graduate program. No grade of BC or lower in epidemiology required courses will be accepted for the degree.

Other Grade Requirements

See Named Options for policy information.

Assessments and Examinations

Full-time students have up until the end of their third year to pass the qualifying exam and their first sitting must occur no later than the end of their second year. Part-time students are expected to pass the exam before the end of their fourth year (regardless of whether the student is continuously enrolled) and their first sitting must occur no later than the end of their third year.

Language Requirements

No language requirements.

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a minor.

REQUIRED COURSES

Select a Named Option (p. 1592) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Ph.D in Population Health must select one of the following named options:

- POPULATION HEALTH: EPIDEMIOLOGY, PH.D. (P. 1593)
- POPULATION HEALTH: POPULATION HEALTH, PH.D. (P. 1597)

POLICIES

Students should refer to one of the named options for policy information:

- Epidemiology (p. 1582)
- Population Health (p. 1597)
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulate research problems, potentials, and limits with respect to theory, knowledge, and practice of Population Health, based on understanding of its health services, health assessment, microeconomic, biostatistical and epidemiologic foundations.

2. Assemble, evaluate and synthesize evidence from literature and data sources to formulate ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within Population Health.

3. Demonstrate breadth of knowledge of Population Health in its subject matter, historical and social context.

4. Create research that makes a substantive contribution to the knowledge base of Population Health.

5. Develop mastery of scholarship in Population Health relevant to academia, for-profit and non-profit organization and/or government.

6. Communicate complex ideas both in writing and orally in a clear and understandable manner.

7. Recognize and apply principles of ethical professional conduct in their scholarship.

PEOPLE

Faculty: Professors Durkin (chair), Cruickshanks, Gangnon, Kanarek, Mullahy, Oliver, Patz, Remington, M. Smith, Trentham-Dietz; Associate Professors Astor, Bautista, Burns, Ehrenthal, Engelman, Johnson, Malecki, Peppard, Sethi; Assistant Professors Cochran, Green, Lindberg, Myerson, Ouayogode, Pillai, Warren-Andersen

POPULATION HEALTH: EPIDEMIOLOGY, PH.D.

This is a named option within the Population Health Ph.D. (p. 1591)

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/ of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* For applicants who have completed a doctoral degree, GRE scores are preferred, but we will accept scores from the entrance exam required for the doctoral degree (e.g., MCAT, LSAT).

Applications are welcome from students with diverse academic backgrounds. Students with strong academic preparation in the biological/medical sciences, quantitative analysis, and/or population health related social sciences are strongly encouraged to apply. Historically, many applicants who have succeeded in our program have come to the program with backgrounds in fields as diverse as microbiology, genetics, nutritional sciences, medicine, nursing, pharmacy, veterinary medicine, environmental sciences, political sciences, business, sociology, education, engineering, psychology, and economics.

New students are admitted to start in the fall semester of each school year. Applications are due by December 1 of each year. Late applications are not accepted.

Minimum requirements are:

1. Applicants must fulfill all Graduate School requirements.

2. Applicants must have an undergraduate degree with a grade point average of 3.0 (on a 4.0 scale). Successful applicants generally have GPAs well above 3.0.

3. GRE scores no more than five years old are required for admission. Applicants with professional degrees may substitute their scores for the entrance exam that was required for the degree (e.g., MCAT, LSAT), if taken within the last 5 years. For more information on the GRE, see this link (http://www.ets.org/gre/).

4. Applicants whose native language and language of study is not English must submit official TOEFL scores. Scores must be no more than five years old at the start of the semester for which an applicant is applying. Further details are available on the Graduate School website (http://grad.wisc.edu/admissions/requirements/). Note that the minimum test scores for the program are higher than those required by the Graduate School. Students can submit scores for the TOEFL or the IELTS exam. For the Test of English as a Foreign Language (TOEFL (http://www.toefl.org/)), a minimum score of 580 (written), 237 (computer-based), or 92 (Internet-based) or above is absolutely required. For the International English Language Testing System (IELTS (http://www.ielts.org/)), a minimum score of 7 is required. Use ETS institution code 1846.
5. At least one semester of advanced quantitative preparation (calculus is strongly preferred) with a grade of "B" or better.
6. A personal statement is required.
7. Three letters of recommendation are to be submitted electronically.

Upon entry to the graduate programs, students are matched with a faculty advisor. Faculty advisors help students hone their interests, assist with identifying research projects, provide support for career development, and link students to the greater campus community. Students have the benefit of regular dialogues with faculty members. Seminars and integrated discussion groups allow for increased interaction with core faculty and community lecturers. Finally, the work of students is valued as evidenced by their entries in the annual department poster session, participation in public health symposia, authorship of publications, and involvement in community/research projects.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students admitted to our degree programs are automatically considered for any available scholarships, traineeships, or graduate assistant positions in the department. The most common forms of funding support for our students are assistantships, traineeships, and fellowships.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**CURRICULAR REQUIREMENTS**

**REQUIREMENT**

- Minimum Credit Requirement: 51 credits
- Minimum Residence Credit Requirement: 39 credits
- Minimum Graduate Coursework Requirement: 100% of all coursework taken as a graduate student must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle)).
- Overall Graduate GPA Requirement: Students must maintain a cumulative GPA of at least 3.25 in all graduate work (including transfer credits) unless conditions for probationary status require higher grades. Students must also maintain a cumulative GPA of 3.25 or better in all coursework completed while enrolled in this graduate program. No grade of BC or lower in required courses will be accepted for the degree.
- Other Grade Requirements: Ph.D. candidates should maintain a 3.5 GPA in all core curriculum courses and may not have any more than two Incompletes on their academic record at any one time. Students may maintain no more than 6 credits of Incomplete (I) grades during any semester.
- Assessments and Examinations: Full-time students have up until the end of their third year to pass the qualifying exam and their first sitting must occur no later than the end of their second year. Part-time students are expected to pass the exam before the end of their fourth year (regardless of whether the student is continuously enrolled) and their first sitting must occur no later than the end of their third year.
- Language Requirements: No language requirements.
- Doctoral Minor/Breadth Requirements: All doctoral students are required to complete a 9-credit minor.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH/B M I 451</td>
<td>Introduction to SAS Programming for Population Health</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH/B M I 551</td>
<td>Introduction to Biostatistics for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/B M I 552</td>
<td>Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/B M I 651</td>
<td>Advanced Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 795</td>
<td>Principles of Population Health Sciences</td>
<td>3</td>
</tr>
</tbody>
</table>

*Online*: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.
POP HLTH 796  Introduction to Health Services Research 3
POP HLTH/SOC 797 Introduction to Epidemiology 3
POP HLTH 798  Epidemiologic Methods 3
POP HLTH 805  Advanced Epidemiology: Causal Inference in Epidemiological Studies 3
or POP HLTH 806 Advanced Epidemiology: Practice of Epidemiology

Select a minimum of 1 credit of course work in "the responsible conduct of research" 1
Complete three approved epidemiology electives (see the list below). 9
Minor 9
Research 2

POP HLTH 699 Independent Reading 4
POP HLTH 990 Research

Total Credits 51

1  PhD students must take POP HLTH 820 Graduate Research Seminar twice.
2  Students must take at least 4 credits of research or independent study to reach the program minimum requirement, but are allowed to enroll in more. Students may count up to 11 credits of POP HLTH 990 Research and 6 credits of POP HLTH 699 Independent Reading toward program requirements.

Responsible Conduct of Research courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BM I 826</td>
<td>Special Topics in Biostatistics and Biomedical Informatics (Ethical Conduct of Research for Data Scientists)</td>
<td>1</td>
</tr>
<tr>
<td>MED HIST 545</td>
<td>Ethical and Regulatory Issues in Clinical Investigation (Offered in Fall. MED HIST 545 does not fulfill all the NIH requirements for training in the responsible conduct of research for certain T and F awards.)</td>
<td>1</td>
</tr>
<tr>
<td>NURSING 802</td>
<td>Ethics and the Responsible Conduct of Research (Offered in Spring)</td>
<td>1</td>
</tr>
<tr>
<td>SURG SCI 812</td>
<td>Research Ethics and Career Development</td>
<td>2</td>
</tr>
<tr>
<td>OBS&amp;GYN 955</td>
<td>Responsible Conduct of Research for Biomedical Graduate Students (Offered in Fall)</td>
<td>2</td>
</tr>
<tr>
<td>OBS&amp;GYN 956</td>
<td>Advanced Responsible Conduct of Research for Biomedical Students (Offered in Spring)</td>
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</tr>
</tbody>
</table>

Other courses may be substituted as approved by the advisor and the director of graduate studies.

Epidemiology Electives

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP HLTH/GENETICS/MD GENET 636</td>
<td>Public Health Genomics</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH 650</td>
<td>Special Topics (Topic: Environmental Health Epidemiology; Topic: Connections- Epidemiology Past, Present, and Future)</td>
<td>1-6</td>
</tr>
<tr>
<td>POP HLTH 713</td>
<td>Epidemiology of HIV/AIDS</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH 750</td>
<td>Cancer Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 784</td>
<td>Public Health Surveillance and Analytics</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/M&amp;ENVTOX 789</td>
<td>Principles of Environmental Health: A Systems Thinking Approach</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/KINES 791</td>
<td>Physical Activity Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 801</td>
<td>Epidemiology of Infectious Diseases</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 805</td>
<td>Advanced Epidemiology: Causal Inference in Epidemiological Studies</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 806</td>
<td>Advanced Epidemiology: Practice of Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/OBS&amp;GYN 807</td>
<td>Reproductive and Perinatal Epidemiology</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH 810</td>
<td>Global Health Epidemiology</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH 847</td>
<td>Cardiovascular Epidemiology</td>
<td>1</td>
</tr>
<tr>
<td>POP HLTH/AN SCI/GENETICS 849</td>
<td>Genetic Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 904</td>
<td>Special Topics in Epidemiology</td>
<td>1-3</td>
</tr>
<tr>
<td>POP HLTH/KINES 955</td>
<td>Seminar - Physical Activity</td>
<td>1</td>
</tr>
<tr>
<td>M M &amp; I/POP HLTH 603</td>
<td>Clinical and Public Health Microbiology</td>
<td>5</td>
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Policies

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

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A student not meeting guidelines for satisfactory progress will be placed on probation for one semester and will be reviewed by the steering committee following the probationary semester. Students may be dropped or allowed to continue by the committee based on review of progress during the probationary semester.

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**CREDITS PER TERM ALLOWED**

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Dissertation required. Doctoral students have a maximum of five years from the date of passing the preliminary examination to take the final oral examination and deposit the dissertation.

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These resources may be helpful in addressing your concerns:

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  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
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- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Grievance Policy for Graduate Programs in the School of Medicine and Public Health**

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).

**Exclusions**

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

**Requirements for Programs**

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate program designate a grievance advisor, who should be a tenured faculty member, and will request the name of the grievance advisor annually. The program director will serve as the alternate grievance advisor in the event that the grievance advisor is named in the grievance. The program must notify students of the grievance advisor, including posting the grievance advisor’s name on the program’s Guide page and handbook.

The grievance advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

**Procedures**

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.
2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.
3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing. Within 60 calendar days of the date the grievant first became aware of, or should have become aware of, with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.
   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.
   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.
   c. The grievance advisor or program director will share the response with the student filing the grievance.
   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program’s faculty committee. The following steps will occur.
   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.
   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.
   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.
   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits
Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professors Durkin (chair), Cruickshanks, Gangnon, Kanarek, Mullahy, Oliver, Patz, Remington, M. Smith, Trentham-Dietz; Associate Professors Astor, Bautista, Burns, Ehrenthal, Engelman, Johnson, Malecki, Peppard, Sethi; Assistant Professors Cochran, Green, Lindberg, Myerson, Ouayogode, Pillai, Warren-Andersen

POPULATION HEALTH: POPULATION HEALTH, PH.D.
This is a named option within the Population Health Ph.D (p. 1591).
ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
</tbody>
</table>

English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency). For the Test of English as a Foreign Language, (TOEFL), a minimum score of 580 (written), 237 (computer-based), or 92 (Internet-based) or above is absolutely required. For the International English Language Testing System, (IETLS), a minimum score of 7 is required.

Other Test(s) (e.g., GMAT, MCAT) | n/a

Letters of Recommendation | Required

* For applicants who have completed a doctoral degree, GRE scores are preferred, but we will accept scores from the entrance exam required for the doctoral degree (e.g., MCAT, LSAT).

Applications are welcome from students with diverse academic backgrounds. Students with strong academic preparation in the biological/medical sciences, quantitative analysis, and/or population health related social sciences are strongly encouraged to apply. Historically, many applicants who have succeeded in our program have come to the program with backgrounds in fields as diverse as microbiology, genetics, nutritional sciences, medicine, nursing, pharmacy, veterinary medicine, environmental sciences, political sciences, business, sociology, education, engineering, psychology, and economics.

New students are admitted to start in the fall semester of each school year. Applications are due by December 1 of each year. Late applications are not accepted.

Minimum requirements are:

1. Applicants must fulfill all Graduate School requirements.
2. Applicants must have an undergraduate degree with a grade point average of 3.0 (on a 4.0 scale). Successful applicants generally have GPAs well above 3.0.
3. GRE scores no more than five years old are required for admission. Applicants with professional degrees may substitute their scores for the entrance exam that was required for the degree (e.g., MCAT, LSAT), if taken within the last 5 years. For more information on the GRE, see this link (http://www.ets.org/gre/).
4. Applicants whose native language and language of study is not English must submit official TOEFL scores. Scores must be no more than five years old at the start of the semester for which an applicant is applying. Further details are available on the Graduate School website (http://grad.wisc.edu/admissions/requirements/). Note that the minimum test scores for the program are higher than those required by the Graduate School. Students can submit scores for the TOEFL or the IELTS exam. For the Test of English as a Foreign Language (TOEFL (http://www.toefl.org/)), a minimum score of 580 (written), 237 (computer-based), or 92 (Internet-based) or above is absolutely required. For the International English Language Testing System (IELTS (http://www.ielts.org/)), a minimum score of 7 is required. Use ETS institution code 1846.
5. At least one semester of advanced quantitative preparation (calculus is strongly preferred) with a grade of "B" or better.
6. A personal statement is required.
7. Three letters of recommendation are to be submitted electronically.

Upon entry to the graduate programs, students are matched with a faculty advisor. Faculty advisors help students hone their interests, assist with identifying research projects, provide support for career development, and link students to the greater campus community. Students have the benefit of regular dialogues with faculty members. Seminars and integrated discussion groups allow for increased interaction with core faculty and community lecturers. Finally, the work of students is valued as evidenced by their entries in the annual department poster session, participation in public health symposia, authorship of publications, and involvement in community/research projects.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement

- 51 credits

Minimum Residence Credit Requirement

- 39 credits

Minimum Graduate Coursework Requirement

- 100% of all coursework taken as a graduate student must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.

Overall Graduate GPA Requirement

- Students must maintain a cumulative GPA of at least 3.25 in all graduate work (including transfer credits) unless conditions for probationary status require higher grades. Students must also maintain a cumulative GPA of 3.25 or better in all coursework completed while enrolled in the graduate program. No grade of BC or lower in required courses will be accepted for the degree.

Other Grade Requirements

- Students may maintain no more than 6 credits of Incomplete (I) grades during any semester.

Assessments and Examinations

- Full-time students have up to 9 months to pass the qualifying exam and their first sitting must occur no later than the end of their second year. Part-time students are expected to pass the exam before the end of their fourth year (regardless of whether the student is continuously enrolled) and their first sitting must occur no later than the end of their third year.

Language Requirements

- No language requirements.

Doctoral Minor/Breadth Requirements

- All doctoral students are required to complete a 9-credit minor.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>POP HLTH/B M I 451</td>
<td>Introduction to SAS Programming for Population Health</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH/B M I 551</td>
<td>Introduction to Biostatistics for Population Health</td>
<td>3</td>
</tr>
<tr>
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<td>Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/B M I 651</td>
<td>Advanced Regression Methods for Population Health</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 795</td>
<td>Principles of Population Health Sciences</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 796</td>
<td>Introduction to Health Services Research</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 798</td>
<td>Epidemiologic Methods</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 820</td>
<td>Graduate Research Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>

Select a minimum of 1 credit of course work in "the responsible conduct of research"

Minor

- 9 credits

Electives

- 17 credits

1 Students may count up to 11 credits of POP HLTH 990 Research toward the electives requirement, though they may enroll in more than 11. In addition, students may count up to 6 credits of POP HLTH 699 Independent Reading toward the electives requirement, though they may enroll in more than 6.

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- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

**Grievance Policy for Graduate Programs in the School of Medicine and Public Health**

Any student in a School of Medicine and Public Health graduate program who feels that they have been treated unfairly in regards to educational decisions and/or outcomes or issues specific to the graduate program, including academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards by a faculty member, staff member, postdoc, or student has the right to complain about the treatment and to receive a prompt hearing of the grievance following these grievance procedures. Any student who discusses, inquires about, or participates in the grievance procedure may do so openly and shall not be subject to intimidation, discipline, or retaliation because of such activity. Each program’s grievance advisor is listed on the “Research” tab of the SMPH intranet (https://intranet.med.wisc.edu/).

**Exclusions**

This policy does not apply to employment-related issues for Graduate Assistants in TA, PA and/or RA appointments. Graduate Assistants will utilize the Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/) (GAPP) grievance process to resolve employment-related issues.

This policy does not apply to instances when a graduate student wishes to report research misconduct. For such reports refer to the UW-Madison Policy for Reporting Research Misconduct for Graduate Students and Postdoctoral Research Associates (https://research.wisc.edu/kb-article/?id=84924).

**Requirements for Programs**

The School of Medicine and Public Health Office of Basic Research, Biotechnology and Graduate Studies requires that each graduate
The graduate advisor or program director may be approached for possible grievances of all types. They will spearhead the grievance response process described below for issues specific to the graduate program, including but not limited to academic standing, progress to degree, professional activities, appropriate advising, and a program’s community standards. They will ensure students are advised on reporting procedures for other types of possible grievances and are supported throughout the reporting process. Resources (https://grad.wisc.edu/current-students/#reporting-incidents) on identifying and reporting other issues have been compiled by the Graduate School.

Procedures

1. The student is advised to initiate a written record containing dates, times, persons, and description of activities, and to update this record while completing the procedures described below.

2. If the student is comfortable doing so, efforts should be made to resolve complaints informally between individuals before pursuing a formal grievance.

3. Should a satisfactory resolution not be achieved, the student should contact the program’s grievance advisor or program director to discuss the complaint. The student may approach the grievance advisor or program director alone or with a UW-Madison faculty or staff member. The grievance advisor or program director should keep a record of contacts with regards to possible grievances. The first attempt is to help the student informally address the complaint prior to pursuing a formal grievance. The student is also encouraged to talk with their faculty advisor regarding concerns or difficulties.

4. If the issue is not resolved to the student’s satisfaction, the student may submit a formal grievance to the grievance advisor or program director in writing, within 60 calendar days from the date the grievant first became aware of, or should have become aware of with the exercise of reasonable diligence, the cause of the grievance. To the fullest extent possible, a grievance shall contain a clear and concise statement of the grievance and indicate the issue(s) involved, the relief sought, the date(s) the incident or violation took place, and any specific policy involved.

5. On receipt of a written grievance, the following steps will occur. The final step must be completed within 30 business days from the date the grievance was received. The program must store documentation of the grievance for seven years. Significant grievances that set a precedent may be stored indefinitely.

   a. The grievance advisor or program director will convene a faculty committee composed of at least three members to manage the grievance. Any faculty member involved in the grievance or who feels that they cannot be impartial may not participate in the committee. Committee composition should reflect diverse viewpoints within the program.

   b. The faculty committee, through the grievance advisor or program director, will obtain a written response from the person or persons toward whom the grievance is directed. The grievance advisor or program director will inform this person that their response will be shared with the student filing the grievance.

   c. The grievance advisor or program director will share the response with the student filing the grievance.

   d. The faculty committee will make a decision regarding the grievance. The committee’s review shall be fair, impartial, and timely. The grievance advisor or program director will report on the action taken by the committee in writing to both the student and the person toward whom the grievance was directed.

6. If either party (the student or the person or persons toward whom the grievance is directed) is unsatisfied with the decision of the program’s faculty committee, the party may file a written appeal to the SMPH senior associate dean for basic research, biotechnology and graduate studies within 10 business days from the date of notification of the program’s faculty committee. The following steps will occur:

   a. The grievant will be notified in writing, within 5 business days of the written appeal, acknowledging receipt of the formal appeal and establishing a timeline for the review to be completed.

   b. The senior associate dean or their designee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the senior associate dean or their designee will meet with both the grievant and the person or persons toward whom the grievance is directed.

   c. The senior associate dean or their designee will assemble an ad hoc committee of faculty from outside of the student’s graduate program and ask them to prepare a written recommendation on whether to uphold or reverse the decision of the program on the student’s initial grievance. The committee may request additional materials and/or arrange meetings with the grievant and/or others. If meetings occur, the committee will meet with both the grievant and the person or persons toward whom the grievance is directed.

   d. The senior associate dean or their designee will make a final decision within 20 business days of receipt of the committee’s recommendation.

   e. The SMPH Office of Basic Research, Biotechnology, and Graduate Studies must store documentation of the grievance for seven years. Grievances that set a precedent may be stored indefinitely.

7. The student may file an appeal of the School of Medicine and Public Health decision with the Graduate School. See the Grievances and Appeals section of the Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/documents/grievances-and-appeals/).

Time Limits

Steps in the grievance procedures must be initiated and completed within the designated time periods except when modified by mutual consent. If the student fails to initiate the next step in the grievance procedure within the designated time period, the grievance will be considered resolved by the decision at the last completed step.
The Department of Psychology offers broad training aimed at better understanding human behavior, both typical and atypical. At the graduate level, the department provides training in five key areas in the field of psychological science: biological, clinical, cognitive, developmental, and social and personality. The primary goal is to develop critical thinking as it relates to interpretation of experimental observations. This includes an emphasis on quantitative tools used to analyze experimental data.

ADMISSIONS

Please contact the graduate program coordinator at gradinfo@psych.wisc.edu or 608-262-2079.
Brogden Building. See Research Labs (http://psych.wisc.edu/research-centers/) for further information about individual faculty research labs and facilities. Connections with other departments and research institutes on campus (e.g., W.M. Keck Laboratory for Functional Brain Imaging and Behavior, and others) have been described above.

ADMISSIONS

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D (p. 1605).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
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Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum 30 credits

Credit Requirement

Minimum Residence Credit Requirement

Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/). Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. Assessments and Examinations

Contact the program for information on required assessments and examinations.

Language

Contact the program for information on any language requirements.

REQUIRED COURSES

Students are required to take two semesters of statistics/methods (PSYCH 610 and PSYCH 710) and six additional courses. Two of the six additional courses should be outside the student’s area of research expertise. Students must also complete a required First-Year Project. Students must register for and attend a Proseminar meeting each academic year semester (fall/spring) during their first three years. Students are encouraged to continue to register for and attend a proseminar in later years while in residence. Students must reach 30 credits to receive the master’s.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

GRADUATE PROGRAM HANDBOOK

The Graduate Program Handbook (http://psych.wisc.edu/graduate-program/student-handbook/) is the repository for all of the program’s policies and requirements.

PRIOR COURSEWORK

Graduate Work from Other Institutions

Applying prior coursework toward the graduate degree is allowed only in exceptional circumstances. In total, only 6 credits maximum may be applied from prior coursework, including any prior coursework from graduate work from other
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Develop a broad understanding of the field of psychology.
2. Develop a proficiency in statistical analyses relevant to psychological research.
3. Acquire basic understanding in experimental design.
4. Develop literature research and critical thinking skills used in psychological research and teaching.
5. Develop skills for oral and written communication of experimental findings.
6. Develop literature research and critical thinking skills used in psychological research and teaching.

PEOPLE

Faculty: Professors Berridge (chair), Abramson, Alibali, Auger, Bennett, Brauer, Coe, Curtin, Davidson, Devine, Gernsbacher, Goldsmith, Gooding, Harackiewicz, Hyde, MacDonald, Marler, Niedenthal, Pollak, Postle, Rogers, Ryff, Safran, Seidenberg, Shutts; Associate Professors Green, Lupyan, Saalmann, Walsh; Assistant Professors Austerweil, Li, Schloss. Affiliated Faculty: Bakshi, Bolt, Dilworth-Bart, Edwards, Ellis-Weismer, Gammie, Hermann, Herringa, Johnson, Kalin, Koenigs, Litovsky, Lutfi, MacLean, Matthews, Nathan, Nitschke, Piper, Plante, Populin, Ritters, Sanchez, Schneider

PSYCHOLOGY: DATA SCIENCE IN HUMAN BEHAVIOR, M.S.

The first term for enrollment in the Data Science in Human Behavior, M.S. named option is Fall 2022.

This is a named option within the Psychology, M.S. (p. 1602)

This program is designed to train students who have an undergraduate degree in a core behavioral science (e.g., Psychology, Economics, Sociology) to use modern data-science tools to address questions regarding human behavior. These skills are highly in demand by business, government and non-profit organizations to better understand how people act and interact with products, advertisement and societal policies. The program is designed to be completed in four semesters of full-time study. It culminates in one semester of placement with companies or other organizations to conduct an applied capstone project.

Graduate students in this program are not permitted to accept any research, project, or teaching assistantship positions that would waive tuition or provide tuition remission.

institutions, from a UW–Madison undergraduate degree or from the UW–Madison University Special career. Coursework earned five or more years prior to admission to the program may not be used to satisfy master's degree requirements.

UW–Madison Undergraduate
Applying prior coursework toward the graduate degree is allowed only in exceptional circumstances. In total, only 6 credits maximum may be applied from prior coursework, including any prior coursework from graduate work from other institutions, from a UW–Madison undergraduate degree or from the UW–Madison University Special career. Coursework earned five or more years prior to admission to the program may not be used to satisfy master's degree requirements.

UW–Madison University Special
Applying prior coursework toward the graduate degree is allowed only in exceptional circumstances. In total, only 6 credits maximum may be applied from prior coursework, including any prior coursework from graduate work from other institutions, from a UW–Madison undergraduate degree or from the UW–Madison University Special career. Coursework earned five or more years prior to admission to the program may not be used to satisfy master's degree requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
12 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

OTHER
n/a
The training model for the UW–Madison doctoral program in clinical psychology is that of a scientist–practitioner. Based on the program's...
endorsement of a scientist–practitioner model, the educational plan focuses on two major and interrelated goals that integrate science and practice:

1. to produce graduates who have the requisite knowledge, skills, and experience to create and disseminate new knowledge about the processes and mechanisms underlying psychopathology; and

2. to produce graduates who have the requisite knowledge and skills for entry into the practice of professional clinical psychology and who understand and appreciate the importance of an empirical basis to clinical practice.

The program uses a mentor model for research training; applicants are admitted to the program based in part on how closely their research interests are aligned with that of current faculty. The close working relationship between the faculty mentor and the graduate student is one of the mechanisms that serves to integrate theory and research with the applied training. Coursework and practicum experiences comprise the other mechanisms that foster the integration of science and practice.

The interests of and methods utilized by faculty vary widely but all share the common goal of pursuing innovative, cutting edge analyses of major forms of psychopathology. The program also offers excellent clinical training and in the course of their tenure in the program, graduate students in clinical psychology develop expertise in both assessment and treatment of psychopathology. However the student who is not deeply committed to research and scholarship will, in all likelihood, not be satisfied with the Wisconsin Clinical Program.

During their stay, clinical graduate students complete courses in assessment, clinical research methods, and a sequence of clinical core courses covering the etiology and treatment of psychopathology, in addition to statistics/methodology courses and coursework in nonclinical areas both in and outside of the department. The required curriculum may take more than five years to complete. The clinical program is situated in a world-class department that includes area groups in biology of brain and behavior, cognitive and cognitive neuroscience, developmental, perception, and social and personality. In addition, an Emotion Training Program within the department cuts across all other area groups and is supported by an NIMH training grant. Many clinical students and faculty are involved in various aspects of the Emotion Training Program. Clinical students have access to an extensive range of opportunities through collaborations with other units on campus including the Waisman Center, an interdisciplinary research institute for developmental research; the Institute on Aging; the Waisman Laboratory for Brain Imaging and Behavior; the Department of Psychiatry; and other departments in the Medical School, College of Letters & Science, and the School of Education.

A major goal of the program is to integrate students' clinical and research activities. Students begin their clinical practicum in the Psychology Department Research and Training Clinic (https://psych.wisc.edu/graduate-program/clinical-psychology-program/research-and-training-clinic/) during their third year in the program and typically continue such practicum training throughout the remainder of their graduate careers. An important component of clinical training is the "Small Group Practicum" in which various clinical professors supervise practicum activities on topics related to their own areas of interest. In the summer following the third academic year, the student is appointed to a clerkship in one of the several agencies that cooperate with the department in providing practicum training. Finally, all clinical students obtain at least one full year of full-time clinical experience in an approved internship facility. Whereas many students obtain internships at various of the better-known training centers around the country, other students complete their internships at one of the excellent local sites. Virtually all clinical graduate students have received financial support while in residence in the graduate program.

**COGNITIVE AND COGNITIVE NEUROSCIENCE (CCN)**

The study of cognition and perception has undergone explosive growth during the past decade with exciting developments in psychology and related fields and with new techniques for studying mind and brain. The cognitive and perceptual sciences (CPS) area group provides a unique and stimulating graduate school experience for students interested in an interdisciplinary approach to cognition and perception. Faculty members combine expertise in cognition and perception with a broad arsenal of methods including experimental, developmental, computational, and biological approaches. This breadth in methodologies is paralleled by breadth across disciplines of communicative disorders, educational psychology, and neuroscience. Areas of exceptional strength in cognition include language development, speech perception, neural representation of language and memory, gesture, higher-level comprehension, music cognition, problem solving, and embodied cognition. Research in hearing and vision includes perceptual development, perception of complex sounds, perception of 3-D layout and auditory space, attention, and neural processing of auditory and visual objects and events. Laboratory facilities are comprehensive and fully state of the art, enhanced by unique opportunities for training in neuroimaging at the Keck Laboratory for Functional Brain Imaging and in developmental methods at the Waisman Center. The program is committed to maintaining a collegial environment in which students collaborate with faculty in developing their research programs. Graduates with a Ph.D. from the program maintain careers as university or college professors, or as researchers at public or corporate laboratories.

**DEVELOPMENTAL PSYCHOLOGY**

Research in the developmental area group focuses on the interrelationships of biological, environmental, and behavioral processes throughout the life span, and on the mechanisms and processes of change. The program emphasizes interdisciplinary studies, and allows graduate students flexibility in designing a program of study consonant with their goals and interests. One central part of the developmental program is a weekly lunch meeting, in which students and faculty present ongoing research and discuss current topics in the field. Students in the program focus on cognitive, emotional, language, perceptual, personality, social development, or relations between these areas. Within these content domains, students and faculty conduct research on both typical and atypical development, and work with individuals representing a wide range of ages, including infants, preschool and school-age children, adolescents, adults, and the elderly. Specific faculty research interests include the development of mathematical reasoning and problem solving, development of visual perception and attention, developmental behavioral genetics, gender role development, developmental psychopathology, resiliency in adulthood and aging, and language acquisition.

Participants in research studies are drawn from an unusually wide variety of sources, including local preschools and day care centers; public, and private schools in the Madison area; the Dane County Division of Children, Youth, and Families; the Wisconsin Longitudinal Survey; University of Wisconsin Hospitals and Clinics; and the Institute on Aging. Many developmental faculty are affiliated with the Waisman Center on Human
Imaging and Behavior, and others) have been described above.

SOCIAL AND PERSONALITY PSYCHOLOGY

The program is designed to train students for research on the cutting edge of the fields of social and personality psychology. The curriculum consists of a series of courses and seminars designed to provide students with a thorough introduction to the fields of social and personality psychology. This coursework is complemented by courses that provide the methodological and statistical skills necessary for several kinds of research. The primary emphasis is on experimental laboratory research, but training is also provided in field research, longitudinal studies, observational methods, and archival research. There are also opportunities to pursue theoretical issues in various applied areas (e.g., education, health psychology). The goal is to train students for productive academic careers in university settings. Students are provided with the opportunity to work collaboratively with one or more faculty members on a variety of research topics including: acculturation, achievement behavior, attitudes, competition, culture and cognition, emotion, goals and self-regulation, interest and intrinsic motivation, social cognition, social perception, social neuroscience, and stereotypes, prejudice and intergroup relations. Students are also encouraged to develop their own independent lines of research.

Additional resources are available to students from outside the psychology department. The social psychology program in the sociology department shares faculty members and courses with the program in psychology and offers seminars that supplement those taught in psychology. In addition, resources are provided by the Mass Communications Research Center, the Institute for Research on Poverty, and the Survey Research Laboratory.

FACILITIES

The department has an extraordinary array of research facilities. Virtually all laboratories are fully computer controlled, and the department’s general purpose computing facilities are freely available to all graduate students. The Brogden Building and the Harlow Primate Laboratory have special facilities for housing animals, as well as for behavioral, pharmacological, anatomical, immunological, and physiological studies. The department is well-equipped for studies of visual, auditory, and pharmacological, anatomical, immunological, and physiological studies. The department is well-equipped for studies of visual, auditory, and pharmacological, anatomical, immunological, and physiological studies.

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ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record</td>
<td>Required.</td>
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<tr>
<td>Examinations)</td>
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<tr>
<td>English Proficiency</td>
<td>Every applicant whose native language is not English or whose</td>
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<tr>
<td>Test</td>
<td>undergraduate instruction was not in English must provide an English</td>
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<td>proficiency test score and meet the Graduate School minimum</td>
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<td>proficiency).</td>
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<tr>
<td>Other Test(s) (e.g.,</td>
<td>n/a</td>
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<tr>
<td>GMAT, MCAT)</td>
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<tr>
<td>Letters of</td>
<td>3</td>
</tr>
<tr>
<td>Recommendation</td>
<td>Required.</td>
</tr>
</tbody>
</table>

An applicant is admitted into the program by an individual faculty member or by an area group (i.e., a group of faculty members associated with a major area of concentration) and not by the department as a whole, nor by an admissions committee. Because these programs tend to be small, they may not admit students in a particular year. Applicants interested in a particular program or working with a particular faculty member should reference graduate program (http://psych.wisc.edu/graduate-program/) on the psychology website or contact individual faculty members to determine if admissions are likely for that year.

Each faculty member and area group give preference to applicants who have a high potential for success in graduate school and who also share research interests with the prospective faculty sponsor. Applicants should consider carefully the description of faculty research interests, read several of their publications, and consult with faculty and advisors at the undergraduate institution before applying to the program. Whereas most applicants have majored in psychology, the department gives full consideration to applicants with undergraduate majors in other relevant areas.

Given its commitment to students, the Department of Psychology takes seriously its responsibility when admitting an applicant. Every piece of information is considered carefully. Students are selected on the basis of record of academic achievement, Graduate Record Exam (GRE) scores, references, evidence of motivation and ability to do research, and also the fit between faculty and student research interests.

Information regarding applications deadlines is on the program website (http://psych.wisc.edu/graduate-program/admission-and-requirements/). Applicants should have a completed application in by the deadline to ensure full consideration. Most students admitted into the program are supported by either a research or project assistantship, teaching assistantship, or fellowship.

ADMISSION SELECTION CRITERIA

Although individual faculty members and area groups decide who will be admitted, the psychology department sets certain minimum standards that must be met by those admitted to the graduate program. These are an undergraduate grade point average (GPA) of at least 3.0 on a 4.0 scale as well as verbal and quantitative scores on the GRE that sum to at least 310.
Consideration for admission is highly competitive. The department receives approximately 400 applications each year and less than 10 percent are admitted to the program. Applicants who fall below the minimum standards set by the department may still be admitted where there is clear justification (e.g., international students or minority group students whose GRE scores may not be an indicator of potential for graduate work, or students who are below the minimum requirement in one respect but well above it in other respects).

Undergraduate research experience is highly valued in applicants to the program and greatly enhances their chances of admission. Such research experience provides an opportunity to discover whether research is of interest and provides evidence of motivation and ability to do research.

Three references are required and are read very carefully. Good letters in favor of the applicant are essential and should be provided by faculty who know the applicant fairly well. The references should provide information that will evaluate potential for graduate work beyond that revealed by GPA and GRE scores. For example, a reference from a professor who writes about a student’s unique skills, research abilities, and motivation is more influential than a reference that says the student received an “A” and was “very pleasant.” Thus, references from faculty the applicant has worked with on a research project or senior thesis carry more weight in making a decision to admit.

In addition to references, grades, and Graduate Record Exam (GRE) scores, the faculty also consider carefully the personal statement. Applicants should describe in the personal statement any prior research experience and their role in that research.

In addition to the program requirements listed below, the Graduate School requires 3.00 GPA required overall.

### MAJOR REQUIREMENTS

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#### CURRICULAR REQUIREMENTS

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<th>Residence Credit</th>
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<tbody>
<tr>
<td>Minimum</td>
<td>60 credits</td>
<td>40 credits</td>
</tr>
<tr>
<td>Graduate Credit Requirement</td>
<td></td>
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<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (30 credits out of 60 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/</a>).</td>
<td></td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>Minimum: 3.00 GPA required.</td>
<td></td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Minimum: The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
<td></td>
</tr>
</tbody>
</table>

### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

Many students also receive NSF or NIH predoctoral fellowships and other awards during their course of study within the program. To support professional development, small grants fund student research and travel to present work at national conferences. The department hosts two training grants from NIH, one focused on Emotion and one focused on Language, that each support several predoctoral students.

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
REQUIRED COURSES
Students are required to take two semesters of statistics/methods (PSYCH 610 and PSYCH 710) and six additional courses. Two of the six additional courses should be outside the student's area of research expertise. Students must also complete a required First-Year Project. Students must register for and attend a Proseminar meeting each academic year semester (fall/spring) during their first three years. Students are encouraged to continue to register for and attend a proseminar in later years while in residence.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED
12 credits

TIME CONSTRAINTS
Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)
Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Develop a broad understanding of the field of Psychology.
2. Develop a deep understanding of the theory and literature combined with critical thinking skills.
3. Develop a proficiency in experimental design and statistical analyses relevant to psychological research.
4. Acquire expertise in the oral and written communication of experimental findings.
5. Clinical students will receive broad training in the theory and practice of clinical psychology.

PEOPLE

Faculty: Professors Berridge (chair), Abramson, Alibali, Auger, Bennett, Brauer, Coe, Curtin, Davidson, Devine, Gernsbacher, Goldsmith, Gooding, Harackiewicz, Hyde, MacDonald, Marler, Niedenthal, Pollak, Postle, Rogers, Ryff, Safran, Seidenberg, Shutts; Associate Professors Green, Lupyan, Saalmann, Walsh; Assistant Professors Austerweil, Li, Schloss. Affiliated Faculty: Bakshi, Bolt, Dilworth-Bart, Edwards, Ellis-Weismer, Gammie, Hermann, Herringa, Johnson, Kalin, Koenigs, Litovsky, Lutfi, MacLean, Matthews, Nathan, Nitschke, Piper, Plante, Populin, Ritters, Sanchez, Schneider

ACCREDITATION

Accreditation for the Clinical Psychology Concentration

American Psychological Association (http://www.apa.org/)

Psychological Clinical Science Accreditation System (http://www.pcsas.org/)

REAL ESTATE AND URBAN LAND ECONOMICS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE PROFESSIONAL/CERTIFICATES

• Business: Real Estate and Urban Land Economics, M.S. (p. 1611)
• Business: Real Estate and Urban Land Economics, MBA (p. 1620)

PEOPLE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

Alina Arefeva, Ph.D.
Assistant Professor
arefeva@wisc.edu

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Adjunct Professor
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William Camp, MBA
Senior Lecturer
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Yongheng Deng, Ph.D.
Professor
yongheng.deng@wisc.edu

Mark Eppli, Ph.D.
Faculty Associate
mark.eppli@wisc.edu

Lu Han, Ph.D.
Professor
lu.han@wisc.edu

Michael Johnson
Lecturer
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Asad Khan, Ph.D.
Research Associate
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Thomas Landgraf, B.S.
Senior Lecturer
tlandgraf@wisc.edu

Lauren Lofton, J.D.
Lecturer
llofton@wisc.edu

Timothy Pire, M.S.
Lecturer
tpire@wisc.edu

Arif Qureshi, M.S.
BUSINESS: REAL ESTATE AND URBAN LAND ECONOMICS, M.S.

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive WSB alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

NAMED OPTION IN REAL ESTATE

The M.S.–Business: Real Estate and Urban Land Economics: Real Estate prepares you to handle the complexities of commercial real estate transactions. With support from the James A. Graaskamp Center for Real Estate (https://bus.wisc.edu/centers/james-a-graaskamp-center-for-real-estate/), you will gain knowledge and make industry connections to pursue the real estate career path of your choice. Our applied learning opportunities provide hands-on experience working on real-world projects in the community. See the Guide page (p. 1616) for more information.

NAMED OPTION IN GLOBAL REAL ESTATE (GREM)

The Global Real Estate Master (GREM) program brings together students from top international business programs and the best in real estate education to provide the unique preparation needed to become a global leader. The GREM program is designed for those who would like to work anywhere in the real estate industry. Students will learn principles of real estate, finance, and development that apply universally, and will be exposed to the variety of opportunities the global real estate industry offers. See the Guide page (p. 1613) for more information.

ADMISSIONS

Students apply to the Master of Science in Real Estate and Urban Land Economics through one of the named options:

- Global Real Estate (http://guide.wisc.edu/graduate/real-estate-urban-land-economics/business-real-estate-urban-land-economics-global-real-estate-ms/#text)
- Real Estate (p. 1616)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements Detail</th>
<th>Credit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>See Named Option for policy information.</td>
</tr>
</tbody>
</table>
Minimum Graduate Coursework Requirement

<table>
<thead>
<tr>
<th>Overall</th>
<th>3.00 GPA required.</th>
</tr>
</thead>
</table>

Graduate GPA Requirement

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.

Assessments and Examinations

No required assessments or examinations beyond course requirements.

Language Requirements

No language requirements.

REQUIRED COURSES

Select a Named Option (http://guide.wisc.edu/graduate/real-estate-urban-land-economics/business-real-estate-urban-land-economics-ms/#NamedOptions) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the M.S. in Business: Real Estate and Urban Land Economics must select one of the following named options:

View as list

- BUSINESS: REAL ESTATE AND URBAN LAND ECONOMICS: GLOBAL REAL ESTATE, M.S. (P. 1613)
- BUSINESS: REAL ESTATE AND URBAN LAND ECONOMICS: REAL ESTATE, M.S. (P. 1616)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Gather, process, and analyze market, linkage, and macroeconomic data for the purpose of forecasting real estate trends and making prudent decisions.
2. Source capital to execute on growth and development opportunities, prepare for and risk manage the crises and contingencies that pervade real estate ventures, and improve efficiencies in the operation of revenue generating properties.
3. Recognize, measure, and create value in real estate with the strict respect of all ethical and legal norms and with a full awareness of the responsibility to the communities, investors and users they aspire to serve as real estate professionals.
4. Successfully communicate the merits of beneficial real estate projects to its various stakeholders.
5. Develop a deeper network with local, regional and international professionals to gather market data, perspectives, investment ideas and employment leads.

POLICIES

Students should refer to one of the named options for policy information:

- Global Real Estate (http://guide.wisc.edu/graduate/real-estate-urban-land-economics/business-real-estate-urban-land-economics-ms/business-real-estate-urban-land-economics-global-real-estate-ms/#text)
- Real Estate (p. 1616)

PEOPLE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

- Alina Arefeva, Ph.D.
  Assistant Professor
  arefeva@wisc.edu

- Michael Brennan, BBA
  Adjunct Professor
  mbrennan3@wisc.edu

- William Camp, MBA
  Senior Lecturer
  william.camp@wisc.edu

- Yongheng Deng, Ph.D.
  Professor
  yongheng.deng@wisc.edu

- Mark Eppli, Ph.D.
  Faculty Associate
  mark.eppli@wisc.edu

- Lu Han, Ph.D.
  Professor
  lu.han@wisc.edu

- Michael Johnson
  Lecturer
  mdjohnso@wisc.edu

- Asad Khan, Ph.D.
  Research Associate
  akhan28@wisc.edu

- Thomas Landgraf, B.S.
  Senior Lecturer
  tlandgraf@wisc.edu

- Lauren Lofton, J.D.
  Lecturer
ADMISSIONS

GREM PROGRAM ELIGIBILITY REQUIREMENTS

The Global Real Estate Master Program is intended only for non-U.S. graduate-level students and alumni from top international business schools who meet the eligibility requirements below.

BACHELOR’S DEGREE

Applicants must have a degree comparable to an approved U.S. bachelor’s degree. Certified copies of transcripts from the institution where the degree was conferred, as well as copies of transcripts from all undergraduate institutions attended, are required in English.

Applicants are required to have a minimum grade point average (GPA) of 3.0 on a 4.0 scale for their undergraduate courses. Evidence of your undergraduate GPA should be displayed on your transcript.

PREREQUISITE REQUIREMENTS

Students must have completed 14 credits of graduate-level study in Accounting, Finance or Economics, including any necessary prerequisite courses and electives, from a non-U.S. university recognized as a leading academic institution within the country of origin. Additionally, the enrollment criteria of the non-U.S. institution must be comparable to that of the Wisconsin MBA Program. Official transcripts are required in English.

ADMISSIONS TESTING

A Test of English as a Foreign Language (TOEFL) is required for applicants whose native language is not English. The minimum TOEFL score required is 100. The International English Language Testing System (IELTS) will also be accepted. The minimum IELTS score is 7.

Submission of a Graduate Management Admissions Test (GMAT) or Graduate Record Examination (GRE) score report is optional.

HOW TO APPLY

Students interested in Business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://wsb.wisc.edu/programs-degrees/masters/grem/how-to-apply/)

FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from
the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements          | Detail                        |
-----------------------|-------------------------------|
Minimum Credit Requirement | 30 credits                   |
Minimum Residence Credit Requirement | 16 credits                   |
Minimum Graduate Coursework Requirement | Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/). |
Overall Graduate GPA Requirement | 3.00 GPA required. |

OTHER GRADE REQUIREMENTS

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.

Assessments and Examinations

Language: No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>REAL EST 710</td>
<td>Real Estate Finance</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 715</td>
<td>Techniques of Real Estate Valuation</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST/ URB R PL 720</td>
<td>Urban Economics</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 750</td>
<td>Commercial Property Development</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 765</td>
<td>Contemporary Topics (Topic: GREM Orientation)</td>
<td>1</td>
</tr>
<tr>
<td>REAL EST 770</td>
<td>Commercial Real Estate Finance</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>14</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION–SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 14 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 14 credits of coursework numbered 700 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to the master’s degree is not allowed to satisfy requirements.
PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/department or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student's rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.
2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.
3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.
4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.
5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex,
national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students are not allowed to enroll in double or dual degrees while they are enrolled in the Global Real Estate program.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

BUSINESS: REAL ESTATE AND URBAN LAND ECONOMICS: REAL ESTATE, M.S.

This is a named option in the Business: Real Estate and Urban Land Economics M.S. (p. 1611)

Information about this named option can be found on the program website (https://wsb.wisc.edu/programs-degrees/masters/real-estate/).

ADMISSIONS

To be considered, all candidates must complete an admissions application. Candidates must submit personal information (address, birth date, demographics, etc), and the items listed below:

- Documentation of undergraduate university degree, or expected completion of such a degree prior to starting the MS-Business: Real Estate and Urban Land Economics, Named Option: Real Estate program
- Demonstrated knowledge of business fundamentals (or specific plan for acquiring prior to the start of the program); some possible ways of satisfying this include:
  - Undergraduate degree with business major or minor
  - College course work including the following:
    - Micro Economics Course
    - GEN BUS 310 Fundamentals of Accounting and Finance for Non-Business Majors or equivalent
    - REAL EST/A A E/ECON/URB R PL 306 The Real Estate Process
    - Undergraduate transcript
    - GMAT or GRE
    - Resume
    - One letter of recommendation
    - Response to essay question
    - We reserve the right to interview any prospective applicant

All applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS), or show the completion of an Interlink program. A minimum IBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.

All undergraduate and master’s degree transcripts from schools outside the United States must be verified by WES at the individual class level.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum Credit Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>30 credits</td>
<td></td>
</tr>
<tr>
<td>Minimum Residence Credit</td>
<td>30 credits</td>
<td></td>
</tr>
<tr>
<td>Minimum Graduate Coursework</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
<td></td>
</tr>
<tr>
<td>Overall Graduate GPA</td>
<td>3.0 GPA required.</td>
<td></td>
</tr>
</tbody>
</table>

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.

Assessments and Examinations

No required assessments or examinations beyond course requirements.

Language Requirements

No language requirements.

REQUIRED COURSES

This degree allows students to select one or more areas of focus as they pursue their degree. The three paths are as follows:

- Path I - Core MS
- Path II - Applied Real Estate Investment
- Path III - Private Equity Investment

Path I - Core MS

Students must take the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>REAL EST 425</td>
<td>Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>or REAL EST 760</td>
<td>Lawyering the Development Deal: A Practical Guide to Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 631</td>
<td>Real Estate Excel Modeling</td>
<td>1</td>
</tr>
<tr>
<td>REAL EST 632</td>
<td>Real Estate ARGUS Modeling</td>
<td>1</td>
</tr>
<tr>
<td>REAL EST 710</td>
<td>Real Estate Finance</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 715</td>
<td>Techniques of Real Estate Valuation</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST/URB R PL 720</td>
<td>Urban Economics</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 750</td>
<td>Commercial Property Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Approved Electives (see list below for possible course options)*

Total Credits 30

Path II - Applied Real Estate Investment

Students must take the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>REAL EST 425</td>
<td>Real Estate Law</td>
<td>3</td>
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<tr>
<td>REAL EST 631</td>
<td>Real Estate Excel Modeling</td>
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</tr>
<tr>
<td>REAL EST 632</td>
<td>Real Estate ARGUS Modeling</td>
<td>1</td>
</tr>
<tr>
<td>REAL EST 710</td>
<td>Real Estate Finance</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 715</td>
<td>Techniques of Real Estate Valuation</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST/URB R PL 720</td>
<td>Urban Economics</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 740</td>
<td>Real Estate Equity Investment</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 750</td>
<td>Commercial Property Development</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 765</td>
<td>Contemporary Topics</td>
<td>9</td>
</tr>
</tbody>
</table>

Approved Electives (see list below for possible course options)*

Total Credits 30

This course is taken 3 times with different Applied Real Estate Investment topics. Each topic is taken for 3 credits.

Path III - Private Equity Investment

Students must take the following courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>REAL EST 425</td>
<td>Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>or REAL EST 760</td>
<td>Lawyering the Development Deal: A Practical Guide to Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 550</td>
<td>Private Real Estate Equity Investment I: Analysis and Structures</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 631</td>
<td>Real Estate Excel Modeling</td>
<td>1</td>
</tr>
<tr>
<td>REAL EST 632</td>
<td>Real Estate ARGUS Modeling</td>
<td>1</td>
</tr>
<tr>
<td>REAL EST 710</td>
<td>Real Estate Finance</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 715</td>
<td>Techniques of Real Estate Valuation</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST/URB R PL 720</td>
<td>Urban Economics</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 750</td>
<td>Commercial Property Development</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 851</td>
<td>Private Real Estate Equity Investment II: Underwriting and Investment Processes</td>
<td>6</td>
</tr>
<tr>
<td>REAL EST 852</td>
<td>Private Real Estate Equity Investment III: Guidelines, Governance, and Portfolios</td>
<td>3</td>
</tr>
</tbody>
</table>

Approved Electives (see list below for possible course options)*

Total Credits 30

* Approved Electives

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>REAL EST 550</td>
<td>Private Real Estate Equity Investment I: Analysis and Structures</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 611</td>
<td>Residential Property Development</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 640</td>
<td>Real Estate Capital Markets</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 651</td>
<td>Green - Sustainable Development</td>
<td>3</td>
</tr>
</tbody>
</table>
GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

No credits of graduate coursework from other institutions is allowed to satisfy requirements.

UW–Madison Undergraduate

Up to 6 credits from courses numbered 500 or above where a grade of B or better was earned will be allowed to apply toward the minimum graduate degree credit requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements. In addition, the following required courses (REAL EST 631, REAL EST 632, REAL EST 710, and REAL EST 715) may be waived if the student has already taken the undergraduate equivalent course and received a grade of B or better. These courses can be waived but the credits related to these courses will not apply toward the minimum graduate degree credit requirement so students will need to take additional electives to meet the minimum graduate degree credit requirement.

UW–Madison University Special

With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 500 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to the master's degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days of the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may seek additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/
BUSINESS: REAL ESTATE AND URBAN LAND ECONOMICS, MBA

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive Wisconsin School of Business alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

Wisconsin's two-year MBA in Business: Real Estate and Urban Land Economics offers the kind of in-depth real estate graduate education you won't get anywhere else. World class faculty in the classroom, hands-on projects and case studies, international travel, and the unique Applied Real Estate Investment Track (AREIT) program in real estate investment trust management. You'll interact with cutting edge real estate faculty and influential alumni and other leaders in the real estate industry on the Graaskamp Center Board of Advisors. Together, they make up a powerful web that connects and complements your experience in the program and beyond. U.S. News & World Report ranks Wisconsin MBA in real estate in the top three in the US. See the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/real-estate/) for more information.

ADMISSIONS

Admission consideration for the MBA program requires a four-year undergraduate degree or the equivalent, in any discipline, from an accredited institution. The School of Business prefers a minimum of two years of professional work experience along with a strong undergraduate performance. In addition to academic credentials, a GMAT or GRE score, and work experience, personal achievements, motivation, communication skills (written and oral), and recommendation letters are all considered in the admission process at the Master's and doctoral levels.

Note: The Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) must have been taken within five years prior to receiving an offer of admission. All applicants whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS), or show the completion of an Interlink program. A minimum iBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.
HOW TO APPLY
Students interested in Business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/)

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
</tr>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Required Core Courses

Path I - Core

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 710</td>
<td>Ethics, Integrity and Society</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 725</td>
<td>Consulting Practicum</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
</tr>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
<td>2</td>
</tr>
<tr>
<td>MHR 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
<tr>
<td>MHR 723</td>
<td>Business Strategy</td>
<td>2</td>
</tr>
<tr>
<td>MARKETING 700</td>
<td>Marketing Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
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</tbody>
</table>

Required Specialization Courses

Path II - Applied Real Estate Investment

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>REAL EST 425</td>
<td>Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>or REAL EST 750</td>
<td>Commercial Property Development</td>
<td></td>
</tr>
</tbody>
</table>

Minimum Residence Credit Requirement

47 credits

Minimum Graduate Coursework Requirement

Half of degree coursework (27 credits out of 53 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.

Assessments and Examinations

No required assessments or examinations beyond course requirements.

Language

No language requirements.

REQUIRED COURSES

This degree allows students to select one or more areas of focus as they pursue their degree. The three paths are as follows:

• Path I - Core
• Path II - Applied Real Estate Investment
• Path III - Private Equity Investment

These paths are internal to the program and represent different ways a student can earn this degree. Path names do not appear on the transcript.

Path I - Core

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 710</td>
<td>Ethics, Integrity and Society</td>
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<tr>
<td>GEN BUS 725</td>
<td>Consulting Practicum</td>
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</tr>
<tr>
<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
</tr>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
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</tr>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
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<td>MHR 706</td>
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<td>OTM 700</td>
<td>Operations Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>2</td>
</tr>
</tbody>
</table>

Required Specialization Courses

Path II - Applied Real Estate Investment

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
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</tr>
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<td>Code</td>
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<tr>
<td>--------------</td>
<td>------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>REAL EST 631</td>
<td>Real Estate Excel Modeling</td>
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<tr>
<td>REAL EST 632</td>
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<td>Techniques of Real Estate Valuation</td>
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</tr>
<tr>
<td>REAL EST/ URB R PL 720</td>
<td>Urban Economics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Approved Electives (see list below for possible course options)*  21**

**Total Credits 53**

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1 Waivers for this requirement and the associated credit will be offered if students have one year or more of United States work experience, or are not seeking an internship for approved reasons, such as company-sponsored status, active military, starting their own business as a founder/owner, or have a medical or family hardship. There may be other approvals on a case by case basis.

---

### Path II - Applied Real Estate Investment

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
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<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
</tr>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
<td>2</td>
</tr>
<tr>
<td>M H R 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
<tr>
<td>M H R 723</td>
<td>Business Strategy</td>
<td>2</td>
</tr>
<tr>
<td>MARKETING 700</td>
<td>Marketing Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>2</td>
</tr>
</tbody>
</table>

**Required Core Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>REAL EST 425</td>
<td>Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>or REAL EST 750</td>
<td>Commercial Property Development</td>
<td>3</td>
</tr>
<tr>
<td>or REAL EST 760</td>
<td>Lawyering the Development Deal: A Practical Guide to Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 631</td>
<td>Real Estate Excel Modeling</td>
<td>1</td>
</tr>
<tr>
<td>REAL EST 632</td>
<td>Real Estate ARGUS Modeling</td>
<td>1</td>
</tr>
<tr>
<td>REAL EST 710</td>
<td>Real Estate Finance</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 715</td>
<td>Techniques of Real Estate Valuation</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST/ URB R PL 720</td>
<td>Urban Economics</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 740</td>
<td>Real Estate Equity Investment</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 765</td>
<td>Contemporary Topics</td>
<td>9</td>
</tr>
</tbody>
</table>

**Approved Electives (see list below for possible course options)*  9**

**Total Credits 53**

---

1 Waivers for this requirement and the associated credit will be offered if students have one year or more of United States work experience, or are not seeking an internship for approved reasons, such as company-sponsored status, active military, starting their own business as a founder/owner, or have a medical or family hardship. There may be other approvals on a case by case basis.

---

### Path III - Private Equity Investment

<table>
<thead>
<tr>
<th>Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 710</td>
<td>Ethics, Integrity and Society</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 725</td>
<td>Consulting Practicum</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
</tr>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
<td>2</td>
</tr>
<tr>
<td>M H R 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
<tr>
<td>M H R 723</td>
<td>Business Strategy</td>
<td>2</td>
</tr>
<tr>
<td>MARKETING 700</td>
<td>Marketing Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
<td>2</td>
</tr>
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</table>

**Required Core Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>REAL EST 425</td>
<td>Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>or REAL EST 750</td>
<td>Commercial Property Development</td>
<td>3</td>
</tr>
<tr>
<td>or REAL EST 760</td>
<td>Lawyering the Development Deal: A Practical Guide to Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 550</td>
<td>Private Real Estate Equity Investment I: Analysis and Structures</td>
<td>3</td>
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</tbody>
</table>

**Required Specialization Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>REAL EST 631</td>
<td>Real Estate Excel Modeling</td>
<td>1</td>
</tr>
<tr>
<td>REAL EST 632</td>
<td>Real Estate ARGUS Modeling</td>
<td>1</td>
</tr>
<tr>
<td>REAL EST 710</td>
<td>Real Estate Finance</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 715</td>
<td>Techniques of Real Estate Valuation</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST/ URB R PL 720</td>
<td>Urban Economics</td>
<td>3</td>
</tr>
<tr>
<td>REAL EST 851</td>
<td>Private Real Estate Equity Investment II: Underwriting and Investment Processes</td>
<td>6</td>
</tr>
<tr>
<td>REAL EST 852</td>
<td>Private Real Estate Equity Investment III: Guidelines, Governance, and Portfolios</td>
<td>3</td>
</tr>
</tbody>
</table>

**Approved Electives (see list below for possible course options)*  9**

**Total Credits 53**

1 Waivers for this requirement and the associated credit will be offered if students have one year or more of United States work experience, or are not seeking an internship for approved reasons, such as company-sponsored status, active military, starting their own business as a founder/owner, or have a medical or family hardship. There may be other approvals on a case by case basis.
MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program and department approval, up to 6 credits of graduate coursework completed two years prior to admission at an AACSB accredited institution, in which a grade of B or better was earned, may count toward the degree.

UW–Madison Undergraduate

On a case by case basis the program and department may waive required courses, but students must still meet the minimum credit requirements.

UW–Madison University Special

With program and department approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 600 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)

Policies

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
• Employee Disability Resource Office (https://employees.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.
2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.
3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.
4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office at the number below, indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.
5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.
6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students are expected to be enrolled full-time for all semesters. Exceptions may be granted in the final semester.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Gather, process and analyze market, linkage and macroeconomic data for the purpose of forecasting real estate trends, communicating the big picture and making prudent investment decisions.
2. Understand how to optimally source capital to execute on growth and development opportunities, prepare for and manage the crises and contingencies that pervade real estate ventures, and improve efficiencies in the operation of revenue generating properties.
3. Apply appropriate structures, techniques, and processes to manage or lead a real estate group or enterprise.
4. Recognize, measure, and create value in real estate in the strict respect of all ethical and legal norms and with full awareness of their responsibility to the communities, investors, public policy makers and users they aspire to serve as real estate professionals.
5. Develop a deeper network with local, regional and international professionals to gather market data, perspectives, investment ideas and employment leads.

PEOPLE

JAMES A. GRAASKAMP CENTER FOR REAL ESTATE

For information about the faculty and their research interests, please visit the directory (https://wsb.wisc.edu/faculty-research/academic-departments/real-estate/faculty/).

Timothy Riddiough, Ph.D.
Professor
Academic Director
timothy.riddiough@wisc.edu

Mark Eppli, Ph.D.
Faculty Associate
Director
mark.eppli@wisc.edu

Greg Reed, M.S.
Faculty Associate
Associate Director
greed@wisc.edu

Genie Trewyn
Assistant Director
genie.trewyn@wisc.edu

ACCREDITATION

AACSB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


CLINICAL REHABILITATION COUNSELING, M.S.

The M.S. degree program in Clinical Rehabilitation Counseling prepares rehabilitation counselors at the master's degree level to serve adolescents and adults with disabilities in both private and public rehabilitation agencies and programs through counseling, assessment, job placement, case management, and advocacy.

The program's mission centers on improving the quality of life and fostering inclusion for individuals with disabilities in community settings. The range of disabilities served by graduates includes physical and psychiatric disabilities, alcohol and drug abuse, traumatic brain injury and other neurological impairments, learning and intellectual disabilities, sensory disabilities, and aging. The program places a strong emphasis on field experiences including three semesters of practical training in supervised placements in rehabilitation counseling settings. Students benefit from opportunities to take courses from faculty in both the rehabilitation counseling and counseling psychology programs to develop expertise in counseling skills, foundations of psycho-social aspects of disability, assessment techniques, socio-cultural aspects of counseling, and career development, among other topics.

As part of one of the nation's top schools of education and most highly ranked universities in the world, students have access to interdisciplinary perspectives, a wide range of professional development resources, and emerging research in the field of rehabilitation counseling. The quality and recognition of the program is further evidenced by its current U.S. News & World Report number one ranking among all rehabilitation counseling programs in the US.

The M.S. program is accredited by the Council for the Accreditation of Counseling and Related Programs (CACREP). Graduates also meet the educational qualifications for the national Certified Rehabilitation Counselor (CRC) credential as well as the educational requirements to apply for a training license as a professional counselor in the state of Wisconsin (Licensed Professional Counselor). Please visit the program website for updates on CACREP accreditation.

Financial support is available to some qualified graduate students and may include scholarships, traineeships, teaching assistantships, and research/project assistantships.

Employment opportunities following graduation include nonprofit rehabilitation programs, state vocational rehabilitation programs,
private rehabilitation and employment support agencies, mental health agencies, substance abuse treatment agencies, corrections settings, and educational settings including high schools, colleges, and universities.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>February 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Complete application information is available on the program website (https://rpse.education.wisc.edu/admissions-and-aid/). Applicants are expected to meet general requirements for admission to the Graduate School. The following factors will be considered by the admissions committee: aptitude for graduate-level study, relevance of prior academic work and career goals, stated goals for graduate study, employment history, potential success in forming effective counseling relationships, respect for cultural differences, evidence of writing and research skill, and letters of recommendation.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial support is available to qualified graduate students and may include scholarships, traineeships, teaching assistantships, research/project assistantships. For more information about funding opportunities, see this link (https://rpse.education.wisc.edu/rpse/programs/funding-and-financial-aid/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>60 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework identified searchable in the university’s Course Guide</td>
<td>30 credits must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
</tbody>
</table>

Overall Graduate GPA Requirement | 3.00 GPA required.

Other Grade Requirements | The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.
**Assessments and Examinations**

Successful completion of the Certified Rehabilitation Counselor (CRC) national certification exam.

**Language Requirements**

No language requirements.

## REQUIRED COURSES

60 graduate degree credits to include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RP &amp; SE 700</td>
<td>Research Methods in Rehabilitation, Mental Health, &amp; Special Education</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 720</td>
<td>Clinical Rehabilitation &amp; Mental Health Counseling - Assessment</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 721</td>
<td>Addictions Counseling</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 725</td>
<td>Clinical Rehabilitation Counseling - Career Development &amp; Interventions</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 732</td>
<td>Clinical Rehabilitation Counseling - Foundations</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 750</td>
<td>Clinical Rehabilitation Counseling - Medical &amp; Psychosocial Aspects</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 810</td>
<td>Clinical Rehabilitation Counseling - Counseling Techniques</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 820</td>
<td>Clinical Rehabilitation Counseling - Counseling Theories</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 830</td>
<td>Clinical Rehabilitation Counseling - Diagnosis &amp; Treatment Planning</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 840</td>
<td>Clinical Rehabilitation Counseling - Group Counseling</td>
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<tr>
<td>COUN PSY/ED PSYCH 723</td>
<td>Developmental Processes Across the Life Span</td>
<td>3</td>
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<tr>
<td>COUN PSY/</td>
<td>Professional Counseling Orientation</td>
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<tr>
<td>RP &amp; SE 730</td>
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<tr>
<td>COUN PSY 740</td>
<td>Abnormal Behavior and Psychopathology</td>
<td>3</td>
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<tr>
<td>COUN PSY 777</td>
<td>Crisis and Trauma Counseling</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 825</td>
<td>Counseling Psychology Techniques With Families</td>
<td>3</td>
</tr>
<tr>
<td>COUN PSY 860</td>
<td>Social and Cultural Foundations of Counseling</td>
<td>3</td>
</tr>
<tr>
<td><strong>Required Clinical Instruction in Clinical Rehabilitation Counseling</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RP &amp; SE 880</td>
<td>Clinical Rehabilitation Counseling - Supervised Practicum I</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 890</td>
<td>Clinical Rehabilitation Counseling - Supervised Practicum II</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 910</td>
<td>Clinical Rehabilitation Counseling - Internship</td>
<td>6-12</td>
</tr>
</tbody>
</table>

**Total Credits** 60-66

## POLICIES

### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### MAJOR-SPECIFIC POLICIES

#### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

With program approval, students are allowed to count graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, students are allowed to count 7 credits of coursework numbered 300 level or above from a UW–Madison undergraduate degree toward the graduate degree. Students are still required to complete 60 credits while a graduate student in the program for per accreditation requirements. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

### ADVISOR / COMMITTEE

Students are assigned a faculty advisor upon admission to the program.

### CREDITS PER TERM ALLOWED

15 credits

### TIME CONSTRAINTS

Master's degree students who are absent for five or more years will not be given credit for prior work.

### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)

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2021-2022-fall-grad 1627
1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedures outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

4. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

5. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. The subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrate mastery of the knowledge domains of the rehabilitation counseling profession including understanding the theoretical and historical foundations of the field of rehabilitation counseling and the ability to identify current best practices and challenges in the field. Specific knowledge domains are outlined by the rehabilitation counseling professional accrediting body, Council for the Accreditation of Counseling and Related Programs (CACREP).

2. Successfully apply the knowledge gained through course work to practical experiences in community rehabilitation settings.
3. Be prepared to enter professional positions in fields related to rehabilitation counseling including vocational rehabilitation, mental health counseling, advocacy, and support of individuals with disabilities.

4. Recognize and apply principles of ethical and professional conduct.

5. Meet learning outcomes related to CACREP (Council for Accreditation of Counseling and Related Educational Programs) standards.

**PEOPLE**

Faculty:

**Rehabilitation Psychology:**
Malachy Bishop, David Rosenthal, Susan Smedema, and Timothy Tansey

**Special Education:**
Zhe An, Aydin Bal, Bonnie Doren, Melinda Leko, Andrea Ruppar, Beverly Trezek, and Kimber Wilkerson

For more information about faculty in the Rehabilitation Psychology and Special Education Department, see: [https://rpse.education.wisc.edu/rpse/people/faculty](https://rpse.education.wisc.edu/rpse/people/faculty)

**ACCREDITATION**

Council on Accreditation of Counseling and Related Educational Programs (CACREP)

Accreditation status: Accredited. Next accreditation review: 2027

**CERTIFICATION/LICENSURE**

Commission on Rehabilitation Counselor Certification (https://www.crccertification.com/)

<table>
<thead>
<tr>
<th>Year of Exam</th>
<th>UW-Madison Graduates: First Attempt</th>
<th>National First Attempt</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017-18</td>
<td>100%</td>
<td>not available</td>
</tr>
</tbody>
</table>

**PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)**

The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:

The requirements of this program do not meet Certification/Licensure in the following states:
Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:
Not applicable

**REHABILITATION COUNSELOR EDUCATION, DOCTORAL MINOR**

The doctoral minor in rehabilitation counselor education offers students the opportunity to bring a rehabilitation counselor education focus to doctoral studies in other departments. The rehabilitation psychology area of the Department of Rehabilitation Psychology and Special Education provides academic instruction in the following areas: disability and human behavior, professional issues and leadership and advocacy in rehabilitation counselor education; assessment and intervention issues in rehabilitation counseling and counselor education. The rehabilitation psychology faculty welcomes students from other disciplines who wish to complete a doctoral minor in rehabilitation counselor education.

**ADMISSIONS**

The student must request that a faculty member in rehabilitation counselor education serve as the doctoral minor advisor. Coursework must be selected in consultation with the faculty advisor. It is recommended that students meet with a faculty member to plan the minor courses and submit the minor declaration form (https://uwmadison.box.com/s/xvi0dtta388w8dqks62pjvpap28z/) during the first year of doctoral study.

Contact information: RP & SE student services coordinator, rpseinfo@education.wisc.edu.

**REQUIREMENTS**

The doctoral minor in rehabilitation counselor education consists of 9 credits of coursework from the rehabilitation psychology and special education area of the Department of Rehabilitation Psychology and Special Education. These 9 credits must be at the 500 level or above, and chosen in consultation with a faculty advisor.

**PEOPLE**

Faculty:

**Rehabilitation Psychology:**
Malachy Bishop, David Rosenthal, Susan Smedema, and Timothy Tansey

**Special Education:**
Zhe An, Aydin Bal, Bonnie Doren, Melinda Leko, Andrea Ruppar, Beverly Trezek, and Kimber Wilkerson
For more information about faculty in the Rehabilitation Psychology and Special Education Department, see: https://rpse.education.wisc.edu/rpse/people/faculty (https://rpse.education.wisc.edu/rpse/people/faculty/)

**REHABILITATION COUNSELOR EDUCATION, PH.D.**

The Ph.D. program in rehabilitation counselor education prepares graduates to serve as university professors in rehabilitation counseling and closely related academic programs. The program is a leader in preparing Ph.D. professionals who go on to serve in teaching, research, and program administration at universities throughout the US and internationally.

Through a rigorous program combining scholarly inquiry with opportunities for university level teaching practice and applied internship practice, students gain outstanding research, leadership and professional skills. Employment opportunities following graduation include public and private educational, rehabilitation, and mental health agencies, colleges and universities, and research settings. Further evidence of the quality and recognition of the graduate programs at the University of Wisconsin–Madison is provided by the current number one ranking of the rehabilitation counseling program by U.S. News & World Report.

Faculty members work closely with doctoral students on research projects including the PROMISE grant, several Rehabilitation Research and Training Centers, and technical assistance projects focused on promoting evidence-based practices in vocational rehabilitation and program evaluation. In addition, faculty routinely involve students in a full array of professional activities. These may include serving as editors or editorial board members for journals, preparing materials for litigation involving civil rights violations of persons with disabilities, preparing research and training grant applications, preparing training materials, and involvement in clinical cases.

Financial support is available to qualified graduate students and may include scholarships, traineeships, teaching assistantships, and research/project assistantships.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
</tbody>
</table>

**English Proficiency Test**

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

<table>
<thead>
<tr>
<th>Other Test(s) (e.g., GMAT, MCAT)</th>
<th>*Miller Analogies Test accepted as alternative to GRE.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

Complete application information is available on the program website (https://rpse.education.wisc.edu/admissions-and-aid/).

Applicants are expected to meet general requirements for admission to the Graduate School. The following factors will be considered by the admissions committee: aptitude for doctoral-level study, relevance of prior academic work and career goals, stated goals for doctoral study, and success in forming effective counseling relationships, respect for cultural differences, evidence of writing and research skill, letters of recommendation, and scores on the Graduate Record Examination (GRE).

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Prospective students should see the program website (http://rpse.education.wisc.edu/rpse/programs/funding-and-financial-aid/) for funding information.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

| Mode of Instruction Definitions |
|---------------------------------|------------------|
| Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments. |
Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail
Minimum Credit Requirement 66 credits beyond the Master’s degree
Minimum Residence Credit Requirement 33 credits beyond the Master’s degree
Minimum Graduate Coursework Requirement 33 credits must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/).

Overall Graduate GPA Requirement 3.50 GPA required for formal admission to the program.

Other Grade Requirements The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations Formal admission to doctoral study Preliminary examinations Dissertation final oral committee examination
Language Requirements No language requirements.
Doctoral Minor/Breadth Requirements Ph.D. students in the Rehabilitation Counselor Education program may elect and in some rare cases may be required to develop a minor area of concentration. This minor is optional for most students. Students who wish to complete a cohesive body of work outside the major may wish to obtain a doctoral minor. Students are expected to consult with their advisors concerning minor/breadth requirements.

REQUIRED COURSES

Meet requirements of master’s-level content in basic psychology, statistics and research design, rehabilitation counselor education core, assessment, intervention, disability and human behavior, and supervised experience.

66 post-master’s graduate degree credits to include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understanding Behavior</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COUN PSY/RP &amp; SE/PSYCH 729</td>
<td>Advanced Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 533</td>
<td>Thinking, Feeling, &amp; Learning</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 542</td>
<td>The Biological Basis of Behavior</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE/COUN PSY/ED PSYCH 736</td>
<td>Seminar in Psychology of Individual Differences</td>
<td>3</td>
</tr>
<tr>
<td>Measurement, Statistics and Research Design</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 771</td>
<td>Test Construction</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 940</td>
<td>Rehabilitation Counselor Education</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>- Supervised Research</td>
<td></td>
</tr>
<tr>
<td>RP &amp; SE 985</td>
<td>Advanced Methodologies in Disability &amp; Rehabilitation Research</td>
<td>3</td>
</tr>
</tbody>
</table>

3 cr. Advanced Course in Measurement, Design, Statistics, or Qualitative Methods selected in consultation with major advisor and approved by Rehabilitation Counselor Education faculty; examples include Regression Analysis, Advanced Measurement, Research Design, Qualitative Research Methods

Rehabilitation Counselor Education Theory and Research Core

RP & SE 870 Rehabilitation Counselor Education - Assessment Theory & Research 3
RP & SE 903 Rehabilitation Counselor Education - Psychosocial Theory & Research 3
RP & SE 983 Rehabilitation Counselor Education - Leadership & Professional Issues 3
RP & SE 984 Rehabilitation Counselor Education - Counseling Theory & Research 3

Other Core Courses in Rehabilitation Counselor Education and Rehabilitation Counseling Practice

RP & SE 735 Legal & Ethical Bases of Counseling 3
RP & SE 920 Rehabilitation Counselor Education - Counseling Supervision 3
RP & SE 930 Rehabilitation Counselor Education - Teaching 3
RP & SE 980 Clinical Rehabilitation Counseling - Advanced Assessment Practice 3

Practicum and Internship

RP & SE 900 Clinical Rehabilitation Counseling - Supervised Practicum III 3
RP & SE 945 Internship in Rehabilitation Counselor Education I 3
RP & SE 955 Internship in Rehabilitation Counselor Education II 3

Dissertation

RP & SE 990 Research or Thesis 3
GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count graduate coursework from other institutions. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits taken as an undergraduate are allowed to count toward the post-master's credits for the degree.

UW–Madison University Special

With program approval , students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison University Special student toward the minimum graduate degree credit requirement, those courses numbered 700 level or above taken as a UW–Madison University Special student may count toward the minimum graduate coursework (50%) requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of B, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School. The Rehabilitation Counselor Education program maintains a higher satisfactory progress standard than the Graduate School. This program requires a cumulative GPA of 3.5 for formal admission to doctoral candidacy. Students are placed on probation if they do not maintain a 3.5 cumulative GPA and may be dismissed from the program.

ADVISOR / COMMITTEE

Students are assigned a faculty advisor upon admission to the program.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Doctoral students have five years from the date of passing the preliminary examination to take the final oral examination and deposit the dissertation.

A candidate for a doctoral degree who fails to take the final oral examination within five years after passing the preliminary examination is required to take another preliminary examination and be admitted to candidacy a second time.

Deposit of the doctoral dissertation in the Graduate School is required.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.
2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school's Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean's office.

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**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field.
2. Formulates ideas, concepts, designs, and/or techniques beyond the current boundaries of knowledge within the field.
3. Creates research, scholarship, or performance that makes a substantive contribution to the field.
4. Communicates complex ideas in a clear and understandable manner.
5. Demonstrates complex ideas in a clear and understandable manner.
6. Shares knowledge and research in the field with students in a clear and engaging manner; effectively communicates with students within and outside of class; advances contributions of the field to society.
7. Participates in public and professional service.
8. Serves as a model of ethical and professional conduct. Promote the ethical and professional conduct of researchers, educators, and practitioners of rehabilitation psychology and rehabilitation counseling.

**PEOPLE**

**Faculty:**

*Rehabilitation Psychology:*

Malachy Bishop, David Rosenthal, Susan Smedema, and Timothy Tansey

*Special Education:*

Zhe An, Aydin Bal, Bonnie Doren, Melinda Leko, Andrea Ruppar, Beverly Trezek, and Kimber Wilkerson

For more information about faculty in the Rehabilitation Psychology and Special Education Department, see: https://rpse.education.wisc.edu/rpse/people/faculty (https://rpse.education.wisc.edu/rpse/people/faculty/)

**ACCREDITATION**

**ACCREDITATION**

Council on Accreditation of Counseling and Related Educational Programs (https://www.cacrep.org/) (CACREP)

Accreditation status: Accredited. Next accreditation review: 2027
CERTIFICATION/LICENSURE

PROFESSIONAL CERTIFICATION/LICENSURE

DISCLOSURE (NC-SARA)
The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:

The requirements of this program do not meet Certification/Licensure in the following states:
Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:
Not applicable

SPECIAL EDUCATION, DOCTORAL MINOR

The doctoral minor in special education offers students the opportunity to bring a special education focus to doctoral studies in other departments. Special education faculty members prepare students to bring systemic change to educational and community settings in ways that improve access and equity for children and youth with disabilities and their families. Coursework addresses pressing issues in the field including increasing equity across diverse groups of students, improving post-school outcomes for individuals with disabilities, and enhancing teacher efficacy in secondary education methodologies with students with disabilities.

ADMISSIONS

The student must request that a special education area faculty member serve as the doctoral minor advisor. Coursework must be selected in consultation with the faculty advisor. The minor declaration form must be completed and submitted to the student services coordinator in the RP & SE department.

Contact information: RP & SE student services coordinator, rpseinfo@education.wisc.edu.

REQUIREMENTS

The doctoral minor in special education consists of 9 credits to include:
1. RP & SE 871 Foundations of Special Education (usually offered in fall semesters)
2. Additional course work in the special education area of the RP & SE department to reach a minimum of 9 credits, to be chosen in consultation with a faculty advisor.

SPECIAL EDUCATION, M.S.

The M.S. degree in Special Education prepares students to serve as resources and advocates for students with disabilities and their families, and to work cooperatively with schools and community agencies to improve the quality of life for students with disabilities. The M.S. degree in Special Education offers two named options: the Teacher Certification program and the Research and Theory program.

Graduates of the Teacher Certification program are eligible to apply for Wisconsin cross-categorical Special Education licensure at the middle childhood through early adolescence level (ages 6–12/13), and at the early adolescence through adolescence level (ages 10–21). The program is an applied professional training program, preparing students to go directly into positions as Special Education teachers.

The Research and Theory program option focuses on graduate-level research and theory in the field of Special Education. A plan of study generally includes multiple research courses and theory courses in Special Education as well as related coursework from other departments that contribute to the student’s academic and research interests. The program deepens students’ academic preparation to understand key questions and issues in the field of special education and to strengthen students’ analytical and research skills. These skills contribute to the development of high-quality scholars and leaders in the field. Most graduates choose to pursue further study in a doctoral program, or to pursue positions in schools or community-based agencies, or advocacy organizations that promote independence and inclusion for individuals with disabilities.

Special Education is one of the two academic areas in the Department of Rehabilitation Psychology and Special Education. The areas are joined by a common mission of preparing professional leadership personnel to address the educational and rehabilitation needs of individuals with disabilities across the life span. Both special education and rehabilitation psychology offer programs leading to Ph.D., M.S., and B.S. degrees. Special education addresses the needs of children, youth, and young adults through its teacher education, research, and service programs. Rehabilitation psychology addresses the needs of older youth, young adults, and adults. Department faculty in both areas join resources to provide training and research programs that promote successful transition from school to the world of work, post-secondary education, and successful psycho-social adaptation for individuals with disabilities.

Special Education faculty research focuses on the following areas:
• Research methodologies in special education
• Diversity and equity issues in the field of special education
• Literacy and reading instruction for individuals with disabilities
• Teacher education and preparation of high-quality special education teachers
- Evidence-based interventions with students with severe disabilities including multiple disabilities, intellectual disability, and autism
- Special education issues in adolescence, transitional, and vocational education

**ADMISSIONS**

Students apply to the M.S. in Special Education through one of the named options:

- Research and Theory (p. 1636)
- Teacher Certification (p. 1639)

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM INFORMATION**

There is no guaranteed funding to complete either the Special Education Master’s Research named option or the Teacher Certification named option. Periodically, the Department will have grant funding available. Interested applicants should send funding inquiries to rpeinfo@education.wisc.edu

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>See Named Option for policy information.</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>See Named Option for policy information.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>See Named Option for policy information.</td>
</tr>
</tbody>
</table>

Other Grade requirements:
The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations:
See Named Option for policy information.

Language:
No language requirements.

**REQUIRED COURSES**

Select a Named Option (p. 1635) for required courses.

**NAMED OPTIONS**

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Special Education must select one of the following named options:

- SPECIAL EDUCATION: RESEARCH AND THEORY, M.S. (P. 1636)
- SPECIAL EDUCATION: TEACHER CERTIFICATION, M.S. (P. 1639)

**POLICIES**

Students should refer to one of the named options for policy information:

- Research and Theory (p. 1636)
- Teacher Certification (p. 1639)

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**LEARNING OUTCOMES**

1. (Research and Theory option) Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry or schools of practice in the field of study.
2. (Research and Theory option) Identifies sources and assembles evidence pertaining to questions or challenges in the field of study.
3. (Research and Theory option) Demonstrates understanding of the primary field of study in a historical, social, or global context.
4. (Research and Theory option) Selects and/or utilizes the most appropriate methodologies and practices.
5. (Research and Theory option) Evaluates or synthesizes information pertaining to questions or challenges in the field of study.
6. (Research and Theory option) Communicates clearly in ways appropriate to the field of study.

7. (Teacher Certification option) Special Education Advocacy and Leadership: Prepared to advocate for and provide leadership in the education of students with a wide array of learning, cognitive, social/emotional and behavioral disabilities in accordance with the standards established by the Council for Exceptional Children.

8. (Teacher Certification option) Professionalism: Adhere to professional ethical standards and conduct her or himself in a courteous and professional manner.

9. (Teacher Certification option) Collaboration and Communication: Collaborate and effectively communicate with students their families, other educators, related service providers and members of the community to address the needs of students with disabilities.

10. (Teacher Certification option) Assessment: Collect information on student backgrounds, learning characteristics and achievement that can be used to determine students’ present level of performance and guide instruction.

11. (Teacher Certification option) Special Education Evaluation and Individualized Educational Planning: To the maximum possible the teacher candidate will participate in the Educational Evaluation and Individualized Educational Planning process.

12. (Teacher Certification option) Instructional Planning: Plan instruction that meets the needs of students, is consistent with State and local standards and provides access to the general education curriculum.

13. (Teacher Certification option) Instructional Presentations: Present lessons and units of instruction that gain and maintain student attention and are consistent with students’ interests and IEP goals.

14. (Teacher Certification option) Classroom Management: Create and maintain a safe, positive and supportive learning environment that is conducive to learning and the mental health of the students.

15. (Teacher Certification option) Recognize and apply principles of ethical and professional conduct.

16. (Teacher Certification option) Adhere to professional ethical standards and conduct her or himself in a courteous and professional manner.

PEOPLE

Faculty:

Rehabilitation Psychology:
Malachy Bishop, David Rosenthal, Susan Smedema, and Timothy Tansey

Special Education:
Zhe An, Aydin Bal, Bonnie Doren, Melinda Leko, Andrea Ruppar, Beverly Trezek, and Kimber Wilkerson

For more information about faculty in the Rehabilitation Psychology and Special Education Department, see: https://rpse.education.wisc.edu/rpse/people/faculty (https://rpse.education.wisc.edu/rpse/people/faculty/)

CERTIFICATION/LICENSURE

CERTIFICATION/LICENSURE
Special Education: Teacher Certification
Recommendation for certification to the state of Wisconsin Department of Public Instruction for a teaching license also requires successful completion of state mandated certification requirements including:

Wisconsin Foundations of Reading Test - WFoRT: Minimum passing score - 240
Education Teacher Performance Assessment - EdTPA: Minimum passing score on the Special Education EdTPA - 38

For more information on required tests, see: https://www.education.wisc.edu/soe/pk-12-education/pathways-to-licensure/student-testing-and-assessment/.

PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)
The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:
Wisconsin

The requirements of this program do not meet Certification/Licensure in the following states:
Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:

SPECIAL EDUCATION: RESEARCH AND THEORY, M.S.

This is a named option in the Special Education M.S. (http://guide.wisc.edu/graduate/rehabilitation-psychology-special-education/special-education-ms/)

The master’s degree research program is flexible and individualized to meet the needs of each student. Programs can provide:
• Advanced study in areas of special education for students who are already certified to teach.
• Predoctoral study consisting of clinical and academic coursework.

Together, the student and a faculty advisor design a master’s program based on the student’s previous education, experience, and interests. Completion of the degree requires a minimum of 30 graduate degree credits, to include a research seminar course (RP & SE 700) and additional coursework determined in consultation with a faculty advisor. Students completing this degree program are also required to complete a project and/or thesis and must pass a culminating master’s comprehensive examination.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>May be required in certain cases; consult program.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>2</td>
</tr>
</tbody>
</table>

Application information is available on the department website (https://rpse.education.wisc.edu/admissions-and-aid/). Applicants are expected to meet general requirements for admission to the Graduate School. The admissions committee considers a variety of factors including academic preparation, letters of recommendation, personal statement, and professional experiences.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM INFORMATION

There is no guaranteed funding to complete either the Special Education Masters Research Track or the Teacher Certification Track. Periodically, the Department will have grant funding available. Interested applicants should send funding inquiries to rpeinfo@education.wisc.edu

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
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<th>Mode of Instruction Definitions</th>
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<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW–Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>
Other Grade Requirements The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester. If enrolled part-time) the student may be dismissed from the program or subsequent semester of full time enrollment (or 12 credits of enrollment.

Assessments and Examinations Students in the theory and research option are required to complete a comprehensive examination and a master's project or thesis.

Language Requirements No language requirements.

**REQUIRED COURSES**

Requires a minimum of 30 credits to include:

- RP & SE 700 Research Methods in Rehabilitation, Mental Health, & Special Education
- Additional coursework to be determined in consultation with faculty advisor
- Master’s comprehensive exam
- Project and/or thesis (to be determined in consultation with faculty advisor)

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

Students are allowed to count graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, students are allowed to count 7 credits of coursework numbered 300 level or above from a UW–Madison undergraduate degree toward the graduate degree. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

**ADVISOR / COMMITTEE**

Students are assigned a faculty advisor upon admission to the program.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master's degree students who are absent for five or more years will not be given credit for prior work.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employee.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus resources.
rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

### PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

### PEOPLE

Faculty:

**Rehabilitation Psychology:**
Malachy Bishop, David Rosenthal, Susan Smedema, and Timothy Tansey

**Special Education:**
Zhe An, Aydin Bal, Bonnie Doren, Melinda Leko, Andrea Ruppar, Beverly Trezek, and Kimberly Wilkerson

For more information about faculty in the Rehabilitation Psychology and Special Education Department, see: https://rpse.education.wisc.edu/rpse/people/faculty (https://rpse.education.wisc.edu/rpse/people/faculty/)

### SPECIAL EDUCATION: TEACHER CERTIFICATION, M.S.

This is a named option in the Special Education M.S. (http://guide.wisc.edu/graduate/rehabilitation-psychology-special-education/special-education-ms/)

The M.S. Special Education Teacher Certification program is an initial certification program preparing students to:

- Serve as resources and advocates for persons with disabilities and their families
- Work cooperatively in and outside schools to improve the quality of life for individuals with disabilities and their families
- Assume leadership to enhance the education of all students

Graduates are eligible to apply for a cross-categorical Special Education license at the Middle Childhood through Early Adolescence level (ages 6-12/13), and also at the Early Adolescence through Adolescence level (ages 10-21).

### ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).
### Requirements

**Detail**

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<tr>
<th>Requirement</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>May 15</td>
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<tr>
<td>GRE (Graduate Record</td>
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</tr>
<tr>
<td>Examinations)</td>
<td></td>
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<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
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</table>

Other Test(s) (e.g., GMAT, MCAT) n/a

Letters of Recommendation Required 2

Application information is available on the department website (https://rpse.education.wisc.edu/admissions-and-aid/). Applicants are expected to meet general requirements for admission to the Graduate School. The admissions committee considers a variety of factors including academic preparation, letters of recommendation, personal statement, and professional experiences.

### FUNDING

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM INFORMATION

There is no guaranteed funding to complete either the Special Education Masters Research Track or the Teacher Certification Track. Periodically, the Department will have grant funding available. Interested applicants should send funding inquiries to rpseinfo@education.wisc.edu

### REQUIREMENTS

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

### Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

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<th>Requirements</th>
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</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>42 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>50% of credits must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>).</td>
</tr>
</tbody>
</table>

**Overall Graduate GPA Requirement** 3.00 GPA required.

**Other Grade Requirements** The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

**Assessments and Examinations** Students who do not complete the Wisconsin teacher certification examinations will be required to complete a comprehensive examination and a master’s project or thesis.

**Language Requirements** No language requirements.

### REQUIRED COURSES

Program admission requires completion of RP & SE 300 Individuals with Disabilities

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RP &amp; SE 330</td>
<td>Behavior Analysis: Applications to Persons with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE/</td>
<td>Teaching Mathematics in Inclusive Settings</td>
<td>4</td>
</tr>
<tr>
<td>CURRIC 365</td>
<td>Diagnosis, Assessment, and Instructional Planning in Special Education</td>
<td>3</td>
</tr>
</tbody>
</table>
GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Students are allowed to count graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, students are allowed to count 7 credits of coursework numbered 300 level or above from a UW–Madison undergraduate degree toward the graduate degree. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE

Students are assigned a faculty advisor upon admission to the program.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master's degree students who are absent for five or more years will not be given credit for prior work.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

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1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean’s office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school’s Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean’s office.

Questions about these procedures can be directed to the School of Education Dean’s Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER

n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty:

Rehabilitation Psychology:
Malachy Bishop, David Rosenthal, Susan Smedema, and Timothy Tansey

Special Education:
Zhe An, Aydin Bal, Bonnie Doren, Melinda Leko, Andrea Ruppar, Beverly Trezek, and Kimber Wilkerson

For more information about faculty in the Rehabilitation Psychology and Special Education Department, see: https://rpse.education.wisc.edu/rpse/people/faculty (https://rpse.education.wisc.edu/rpse/people/faculty/)

SPECIAL EDUCATION, PH.D.

The Ph.D. program prepares leaders in the field of special education to bring systemic change to educational and community settings in ways that improve access and equity for children and youth with disabilities and their families. The program prepares graduates to address pressing issues in the field including increasing equity across diverse groups of students, improving post-school outcomes for individuals with disabilities, and enhancing teacher efficacy in special education.

Faculty research focuses on the following areas:

- Research methodologies in special education
- Diversity and equity issues in the field of special education
- Literacy and reading instruction for individuals with disabilities
• Teacher education and preparation of high-quality special education teachers
• Evidence-based interventions with students with severe disabilities including multiple disabilities, intellectual disability and autism
• Special education issues in adolescence, transitional and vocational education

Special education is one of the two academic areas in the Department of Rehabilitation Psychology and Special Education. The areas are joined by a common mission of preparing professional leadership personnel to address the educational and rehabilitation needs of individuals with disabilities across the life span. Special education addresses the needs of children, youth, and young adults through its teacher education, research and service programs. Rehabilitation psychology addresses the needs of older youth, young adults, and adults. Department faculty in both areas join resources to provide training and research programs that promote successful transition from school to the world of work, post-secondary education and successful psycho-social adaptation for individuals with disabilities.

The department is a national and international leader in preparing Ph.D. professionals to serve in leadership positions in university teaching, research, and program administration. This leadership is evidenced by the publication and research record of its faculty and graduates, and by the routine placement of Ph.D. graduates in major universities and colleges.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>May be required in certain cases; consult program.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Application information is available on the department website (https://rpse.education.wisc.edu/admissions-and-aid/). Applicants are expected to meet general requirements for admission to the Graduate School. The admissions committee considers a variety of factors including academic preparation, letters of recommendation, personal statement, and professional experiences.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial support is available to admitted students and may include scholarships, traineeships, teaching assistantships, and research/project assistantships. The Special Education Ph.D. program seeks to provide four academic years of funding to qualified admitted students. Funding includes tuition remission and stipend and access to the University’s health insurance program among other benefits. Prospective students should see the program website (http://rpse.education.wisc.edu/rpse/programs/funding-and-financial-aid/) for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td>Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td>Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td>Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td>Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>54 credits</td>
</tr>
</tbody>
</table>
Minimum Residence Credit Requirement

31 credits

Minimum Graduate Coursework Requirement

27 credits must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)).

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research) to receive a degree. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.

Assessments and Examinations

Qualifying examination, preliminary examination, dissertation, final oral committee examination.

Language Requirements

No language requirements.

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a minor.

REQUIRED COURSES

Complete a minimum of 54 post-master’s degree credits to include the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RP &amp; SE 871</td>
<td>Foundations of Special Education</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 872</td>
<td>Seminar in Special Education Research</td>
<td>3</td>
</tr>
<tr>
<td>RP &amp; SE 710</td>
<td>Multicultural Issues in Special Education</td>
<td>3</td>
</tr>
<tr>
<td><strong>Seminars: Additional RP &amp; SE seminar courses, with at least one course focused on adolescence, to reach a total of a minimum of 18 credits of seminar/core courses</strong></td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>RP &amp; SE 660</td>
<td>Special Topics (Chosen in consultation with faculty advisor)</td>
<td></td>
</tr>
<tr>
<td>RP &amp; SE 715</td>
<td>Equity and Full Participation for Individuals with Significant Disabilities</td>
<td></td>
</tr>
<tr>
<td>RP &amp; SE 777</td>
<td>Educating Students in Alternative Settings</td>
<td></td>
</tr>
<tr>
<td><strong>Doctoral Minor (chosen in consultation with faculty advisor)</strong></td>
<td>9</td>
<td></td>
</tr>
<tr>
<td><strong>Research Design and Statistics</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED PSYCH 760</td>
<td>Statistical Methods Applied to Education I</td>
<td>3</td>
</tr>
<tr>
<td>ED PSYCH 761</td>
<td>Statistical Methods Applied to Education II</td>
<td>3</td>
</tr>
</tbody>
</table>

RP & SE/COUN PSY/ CURRIC/ED POL/ ED PSYCH/ELPA 719

Additional courses in research design/statistics/methods chosen in consultation with the faculty advisor to total a minimum of 15 credits

Internships

RP & SE 930 Rehabilitation Counselor Education - Teaching | 3

RP & SE 941 Internship: Research | 3

Dissertation (minimum of 6 credits)

RP & SE 990 Research or Thesis | 3

RP & SE 990 Research or Thesis | 3

In addition to the course requirements noted above, students must pass a qualifying examination and a preliminary examination.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Students are allowed to count graduate coursework from other institutions. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits taken as an undergraduate are allowed to count toward the post-master’s credits for the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW–Madison University Special student toward the minimum graduate degree credit requirement; those courses numbered 700 level or above taken as a UW–Madison University Special student may count toward the minimum graduate coursework (50%) requirement. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time) the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.
ADVISOR / COMMITTEE
Students are assigned a faculty advisor upon admission to the program. See the program handbook for additional information about advising.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Doctoral students have five years from the date of passing the preliminary examination to take the final oral examination and deposit the dissertation.

A candidate for a doctoral degree who fails to take the final oral examination within five years after passing the preliminary examination is required to take another preliminary examination and be admitted to candidacy a second time.

Deposit of the doctoral dissertation in the Graduate School is required.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
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- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

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OTHER
n/a

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
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LEARNING OUTCOMES

1. (Conceptual Knowledge) Formulates ideas, concepts, designs, and/or techniques within and beyond the current boundaries of knowledge, or practice within the field of study, demonstrates breadth within their learning experiences.

2. (Research Skills) Articulates research problems, potentials, and limits with respect to theory, knowledge, or practice within the field of study, creates research, scholarship, or performance that makes a substantive contribution.

3. (Teaching/Advising Skills) Shares knowledge and research in the field with students in a clear and engaging manner; effectively communicates with students within and outside of class; advances contributions of the field of study to society.

4. (Communication and Leadership Skills) Communicates complex ideas in a clear and understandable manner to a variety of audiences.

5. (Service) Participates in public and professional service.

6. (Professionalism/Ethics) Demonstrates the ability to work well with others, participates in professional organizations, adheres to ethical standards of research protocol and professional behavior.

PEOPLE

Faculty:

Rehabilitation Psychology:
Malachy Bishop, David Rosenthal, Susan Smedema, and Timothy Tansey

Special Education:
Zhe An, Aydin Bal, Bonnie Doren, Melinda Leko, Andrea Ruppar, Beverly Trezek, and Kimber Wilkerson

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CERTIFICATION/LICENSURE

PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)
The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:
Wisconsin

The requirements of this program do not meet Certification/Licensure in the following states:
Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:

RELIGIOUS STUDIES

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Religious Studies, Doctoral Minor (p. 1646)

PEOPLE

Faculty: See current faculty listing on program website (http://religiousstudies.lss.wisc.edu/?q=node/8).

RELIGIOUS STUDIES, DOCTORAL MINOR

Religious Studies has emerged as one of the most significant interdisciplinary programs on campus. It includes faculty from more than twenty departments and offers dozens of courses covering all of the world’s major and many of its minor religious traditions. Chronologically, the program’s offerings range from ancient to modern times; geographically, they span the globe; and methodologically, they range across the humanities and social studies, with special attention to the theories and methods which have developed in the field of religious studies itself. The program does not offer a graduate degree, but the Religious Studies Program does award a minor to doctoral students enrolled in other departments. In exceptional circumstances, students admitted to a doctoral-degree-granting department may be granted permission to pursue a special committee doctorate in Religious Studies; for information on such degrees, contact the Graduate School.
REQUIREMENTS

Students interested in a doctoral minor in Religious Studies meet with the doctoral minor advisor, Professor Jordan Rosenblum, jrosenblum@wisc.edu, to plan their course. Minors are expected to achieve a grade of B or better in four Religious Studies Program courses totaling at least 10 credits at the 300 level or above. One of these four courses must deal with Approaches to Religion; RELIG ST 600 Religion in Critical Perspective is strongly recommended. In order to receive course credit toward the minor, students must register for cross-listed courses from within Religious Studies rather than from within any cross-listing department. The doctoral minor planning form and certification form is available on the Religious Studies Program website. (http://religiousstudies.lss.wisc.edu/?q=node/1)

The Doctoral Minor Requirements
- Four courses at the 300-level or above, totaling at least 10 credits
- One of these four courses taken in Approaches to Religion (see below)
- Registration for these courses (especially those that are cross-listed with other academic units) from within Religious Studies
- A grade of B (3.0 on a 4.0 scale) or better in each course

Approaches to Religion Courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RELIG ST/</td>
<td>Anthropology of Religion</td>
<td>3-4</td>
</tr>
<tr>
<td>ANTHRO 343</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RELIG ST/</td>
<td>The Rhetoric of Religion</td>
<td>3</td>
</tr>
<tr>
<td>COM ARTS 374</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RELIG ST/</td>
<td>Philosophy of Religion</td>
<td>3-4</td>
</tr>
<tr>
<td>PHILOS 501</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RELIG ST/</td>
<td>Special Topics in Philosophy of</td>
<td>3</td>
</tr>
<tr>
<td>PHILOS 502</td>
<td>Religion</td>
<td></td>
</tr>
<tr>
<td>RELIG ST/CURRIC/ED POL 516</td>
<td>Religion and Public Education</td>
<td>3</td>
</tr>
<tr>
<td>RELIG ST 600</td>
<td>Religion in Critical Perspective</td>
<td>3</td>
</tr>
<tr>
<td>ASIAN 620</td>
<td>Proseminar: Studies in Religions of Asia</td>
<td>3</td>
</tr>
</tbody>
</table>

ASSISTANT PROFESSORS
Chamedes, Hollander, Pruitt, Rock-Singer, Stern

DISTINGUISHED FACULTY ASSOCIATE
Brown

FACULTY ASSOCIATES
Mello, Norman, Rosenhagen

ASSOCIATE FACULTY ASSOCIATE
Whelan

LECTURER
Carlsson

FACULTY DIVERSITY LIAISON
Program Director Rosenblum

RISK AND INSURANCE

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE PROFESSIONAL/CERTIFICATES
- Business: Actuarial Science, Doctoral Minor (p. 1648)
- Business: Risk Management and Insurance, M.S. (p. 1648)
- Business: Risk Management and Insurance, MBA (p. 1651)

PEOPLE

FACULTY AND STAFF IN RISK AND INSURANCE

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

Carl Barlett, MBA, JD
Lecturer
carlett@wisc.edu

Daniel Bauer, M.S., Ph.D.
Professor
daniel.bauer@wisc.edu

Richard Crabb, B.A., M.S., FCAS
Lecturer
rcrabb@wisc.edu

Gordon Enderle, BSE, FSA
Faculty Associate
genderle@wisc.edu

Paul Johnson, B.S., M.S., Ph.D.
Lecturer
paul.johnson@wisc.edu

Christy Kaufman, BBA, M.S.
Lecturer

The PhD Minor Advisor is Professor Jordan Rosenblum, jrosenblum@wisc.edu.

Faculty: See current faculty listing on program website (http://religiousstudies.lss.wisc.edu/?q=node/8).

PROFESSORS

ASSOCIATE PROFESSORS
Beneker, Cerulli, Hutton, Livanos, Riddely, Shelef, Shoemaker, Thal, Todorovic
**BUSINESS: ACTUARIAL SCIENCE, DOCTORAL MINOR**

### REQUIREMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Classes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACT SCI 303</td>
<td>Theory of Interest</td>
<td>3</td>
</tr>
<tr>
<td>ACT SCI 650</td>
<td>Actuarial Mathematics I</td>
<td>3</td>
</tr>
<tr>
<td>ACT SCI 652</td>
<td>Loss Models I</td>
<td>3</td>
</tr>
<tr>
<td>Specialization Core</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Choose at least one of:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACT SCI 651</td>
<td>Actuarial Mathematics II</td>
<td>3</td>
</tr>
<tr>
<td>ACT SCI 653</td>
<td>Loss Models II</td>
<td>3</td>
</tr>
<tr>
<td>Choose at least one of:</td>
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<td></td>
</tr>
</tbody>
</table>

**BUSINESS: RISK MANAGEMENT AND INSURANCE, M.S.**

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive WSB alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

**ADMISSIONS**

This master’s program is offered for work leading to the Ph.D. Students may not apply directly for the master’s, and should instead see the admissions information for the Ph.D. (p. 275)

**FUNDING**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
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<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
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<tr>
<td>Credit</td>
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<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum</td>
<td>16 credits</td>
</tr>
<tr>
<td>Residence</td>
<td></td>
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<tr>
<td>Credit</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Minimum</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Graduate</td>
<td></td>
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<tr>
<td>Coursework</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Overall</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Graduate GPA</td>
<td></td>
</tr>
<tr>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>Other Grade</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
<tr>
<td>Requirements</td>
<td></td>
</tr>
<tr>
<td>Assessments</td>
<td>Contact the program for information on required assessments and examinations.</td>
</tr>
<tr>
<td>and</td>
<td></td>
</tr>
<tr>
<td>Examinations</td>
<td></td>
</tr>
<tr>
<td>Language</td>
<td>Contact the program for information on any language requirements.</td>
</tr>
<tr>
<td>Requirements</td>
<td></td>
</tr>
</tbody>
</table>

REQUIRED COURSES

This master’s degree is earned by students on the way to earning the Ph.D. in Business. Refer to the curricular requirements for specific tracks within the Business Ph.D. (p. 278) for required courses.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

GRADUATE WORK FROM OTHER INSTITUTIONS

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–MADISON UNDERGRADUATE

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–MADISON UNIVERSITY SPECIAL

With program approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 9 credits of coursework numbered 700 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to the master’s degree is not allowed to satisfy requirements.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the school or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW—System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School's Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students must be enrolled full-time.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Integrate a holistic risk management process (framework) across all dimensions of an organization, implementing RM decisions that add value.

2. Apply fundamental insurance principles that support economic development through insurance markets.
3. Use appropriate qualitative and quantitative analysis, including statistical and data techniques, to support risk management decisions.

4. Demonstrate strong critical thinking skills as observed through their ability to debate various positions, ask skeptical questions, and probe underlying assumptions.

5. Set objectives, define success, establish priorities, and implement strategies to achieve goals.

6. Identify decision-making challenges, and implement strategies to address those challenges, in environments involving risk and uncertainty.

7. Incorporate diverse perspectives, value opinions of others, and work collegially.

8. Communicate effectively across diverse social and professional settings.

9. Demonstrate leadership qualities in moving the profession forward.

10. Build and develop teams and lead effectively at individual, group, and organizational level.

11. Communicate effectively on paper, in conversation, and by presentation.

12. Summarize complex problems, present results succinctly, and with logical flow, respond effectively to critical and skeptical questions, and listen to critiques.

**People**

For more information about the faculty and their research interests, please visit the directory (https://bus.wisc.edu/faculty-research/faculty-directory/).

Daniel Bauer, M.S., Ph.D.  
Professor  
daniel.bauer@wisc.edu

Ty Leverty, B.A., Ph.D.  
Associate Professor  
ty.leverty@wisc.edu

Anita Mukherjee, B.S., B.A., M.S., Ph.D.  
Assistant Professor  
amukherjee@bus.wisc.edu

Margie Rosenberg, B.S., M.S., Ph.D., FSA  
Professor  
margie.rosenberg@wisc.edu

Joan Schmit, BBA, MBA, Ph.D.  
Professor  
Department Chair  
joan.schmit@wisc.edu

Peng Shi, B.S., M.S., Ph.D., ASA  
Associate Professor  
pshi@bus.wisc.edu

Justin Sydnor, B.A., Ph.D.  
Professor  
jsydnor@bus.wisc.edu

**Accreditation**

Accreditation

AACSB International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


**Business: Risk Management and Insurance, MBA**

Founded in 1900, the School of Business established one of the first five business programs in the nation. That entrepreneurial spirit remains strong.

As a student in the School of Business, you will find yourself inspired by peers, staff, alumni, business leaders, and world-renowned faculty who are focused, collaborative, and engaged in every aspect of the student experience. You will join a highly ranked program that equips you to meet both academic and career challenges. Employers value School of Business graduates because of the comprehensive preparation this learning environment provides. Graduates possess highly sought-after general management and specialized expertise in business.

Joining collaborative, inspiring, trustworthy, and progressive Wisconsin School of Business alumni, Business Badgers graduate prepared to lead their organizations to success and transform the world of business. Together Forward!

The MBA in Business: Risk Management and Insurance program has a long tradition of innovation and excellence, opening its doors more than 70 years ago, and consistently ranks in the top handful of programs in the country. Students who graduate from our risk management and insurance program do so with exceptionally strong critical thinking and analytical skills, aided by a vast array of experiences interacting with business professionals in risk management consulting, finance, and operations. The School of Business’ Risk Management and Insurance program has consistently ranked among the best in the nation, recently earning a ranking of #2 in the United States by U.S. News and World Report. See the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/career-specializations/risk-management-insurance/) for more information.

**Admissions**

Admission consideration for the MBA program requires a four-year undergraduate degree or the equivalent, in any discipline, from an accredited institution. The School of Business prefers a minimum of two years of professional work experience along with a strong undergraduate performance. In addition to academic credentials, a GMAT or GRE score, and work experience, personal achievements, motivation, communication skills (written and oral), and recommendation letters are all considered in the admission process at the Master’s and doctoral levels.

Note: The Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) must have been taken within five years prior to receiving an offer of admission. All applicants whose native language is not English must submit scores from the Test of English as a Foreign
Language (TOEFL), the Pearson Test of English (PTE), Intensive English as a Second Language (IELTS), or show the completion of an Interlink program. A minimum iBT TOEFL score of 100 or equivalent, obtained within two years of the intended start term, is required. International applicants who have completed a degree at an institution whose primary language of instruction was English may request a waiver of this requirement on the application.

HOW TO APPLY

Students interested in Business degrees do not apply through the Graduate School application system and should instead refer to the School of Business Admissions page. (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Learn about costs and financial assistance on the program website (https://wsb.wisc.edu/programs-degrees/mba/full-time/admissions/tuition-costs-financial-aid-scholarships/).

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
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<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>53 credits</td>
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<tr>
<td>Minimum Residence Credit Requirement</td>
<td>47 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>27 credits out of 53 total credits must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires an average grade of B or better in all coursework (300 or above, not including research credits) taken as a graduate student unless conditions for probationary status require higher grades. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the first four weeks of the following semester. Students may be required to retake a course in which they receive a grade lower than a C.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>No required assessments or examinations beyond course requirements.</td>
</tr>
<tr>
<td>Language Requirements</td>
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REQUIRED COURSES

<table>
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<tr>
<th>Code</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>GEN BUS 704</td>
<td>Data to Decisions</td>
<td>2</td>
</tr>
<tr>
<td>GEN BUS 710</td>
<td>Ethics, Integrity and Society</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 725</td>
<td>Consulting Practicum</td>
<td>1</td>
</tr>
<tr>
<td>GEN BUS 750</td>
<td>Professional Experience in Business</td>
<td>1</td>
</tr>
<tr>
<td>ACCT I S 700</td>
<td>Financial Accounting</td>
<td>2</td>
</tr>
<tr>
<td>FINANCE 700</td>
<td>Introduction to Financial Management</td>
<td>2</td>
</tr>
<tr>
<td>M HR 706</td>
<td>Leading and Working in Teams</td>
<td>1</td>
</tr>
<tr>
<td>M HR 723</td>
<td>Business Strategy</td>
<td>2</td>
</tr>
<tr>
<td>MARKETING 700</td>
<td>Marketing Management</td>
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<tr>
<td>OTM 700</td>
<td>Operations Management</td>
<td>2</td>
</tr>
<tr>
<td>OTM 732</td>
<td>Economics for Managers</td>
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Required Specialization Courses

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<tr>
<th>Code</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>R M I 640</td>
<td>Management of Insurance Enterprise</td>
<td>3</td>
</tr>
<tr>
<td>R M I 645</td>
<td>Commercial Insurance</td>
<td>3</td>
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</tbody>
</table>
LEARNING OUTCOMES

1. Integrate a holistic risk management process (framework) across all dimensions of an organization, implementing RM decisions that add value.
2. Apply fundamental insurance principles that support economic development through insurance markets.
3. Use appropriate qualitative and quantitative analysis, including statistical and data techniques, to support risk management decisions.
4. Demonstrate strong critical thinking skills as observed through their ability to debate various positions, ask skeptical questions, and probe underlying assumptions.
5. Set objectives, define success, establish priorities, and implement strategies to achieve goals.
6. Identify decision-making challenges, and implement strategies to address those challenges, in environments involving risk and uncertainty.
7. Incorporate diverse perspectives, value opinions of others, and work collegially.
8. Communicate effectively across diverse social and professional settings.
9. Demonstrate leadership qualities in moving the profession forward.
10. Build and develop teams and lead effectively at individual, group, and organizational level.
11. Communicate effectively on paper, in conversation, and by presentation.
12. Summarize complex problems, present results succinctly, and with logical flow, respond effectively to critical and skeptical questions, and listen to critiques.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program and department approval, up to 6 credits of graduate coursework completed two years prior to admission at an AACSB accredited institution, in which a grade of B or better was earned, may count toward the degree.

UW–Madison Undergraduate
No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special
With program and department approval and payment of the difference in tuition (between special and graduate tuition), students are allowed to count no more than 15 credits of coursework numbered 600 or above.
taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**ADVISOR / COMMITTEE**

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, responsible for providing advice regarding graduate studies.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employee.disabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been mistreated by a faculty or staff member has the right to lodge a complaint. Complaints may concern course grades, classroom treatment, program admission, or other issues. To ensure a prompt and fair hearing of any complaint and to protect both the student’s rights and the person at whom the complaint is addressed, the grievance procedures below are used in the Wisconsin School of Business.

The person whom the complaint is directed against must be an employee of the School of Business. Any student or potential student may use these procedures unless other campus rules or contracts cover the complaint:

1. If the student feels comfortable/safe doing so, the student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant (TA) and the student is not satisfied after discussion of the grievance with the TA, the next step would be to talk to the TA’s supervisor, who is usually the course professor. If the complaint is still not resolved satisfactorily, the student may continue to step 2.

2. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student’s satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.
   a. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a written decision within 30 days to the student on the action taken by the committee.

4. If either party is not satisfied with the decision, they have five working days from receipt of the decision to contact the dean’s office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean’s office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the appropriate associate dean. If this cannot be done, the complaint can be filed in writing with the Office of the Dean. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the Chief Diversity and Inclusion Officer will convene a subcommittee of relevant stakeholders pending the nature of the issue. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Business who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from when the grievance was filed with the Office of the Dean.

Questions about these procedures can be directed to the School of Business, Office of the Dean, 4339 Grainger, 975 University Avenue, 608-262-7867.
State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: “No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student’s race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.” In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance, 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

The Graduate School has procedures for students wishing to appeal a grievance decision at the school/college level. These policies are described in the Graduate School’s Academic Policies and Procedures: https://grad.wisc.edu/documents/grievances-and-appeals/

OTHER

Students are expected to be enrolled full-time for all semesters. Exceptions may be granted in the final semester.

PEOPLE

For information about the faculty and their research interests, please visit the directory (https://wsb.wisc.edu/faculty-research/academ-departments/risk-insurance/faculty/).

Joan Schmit, BBA, MBA, Ph.D.
Professor
Faculty Director
joan.schmit@wisc.edu

Linda Barrett
Assistant Director
linda.barrett@wisc.edu

ACCREDITATION

AACSBI International—The Association to Advance Collegiate Schools of Business (http://www.aacsb.edu/)


SANDRA ROSENBAUM SCHOOL OF SOCIAL WORK

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Social Welfare, Doctoral Minor (p. 1655)
• Social Welfare, Ph.D. (p. 1655)
• Social Work, MSW (p. 1662)

SOCIAL WELFARE, DOCTORAL MINOR

REQUIREMENTS

Doctoral students outside the school are invited to consider the minor in social welfare. The 9-credit minor requires three doctoral-level courses from the School of Social Work. One must be a Social Policy Seminar (SOC WORK 950 PhD Proseminar), one must be an Applied Theory Seminar (SOC WORK 951 PhD Proseminar), and the third can be a 3-credit social work doctoral course of the student’s choosing (which could be another SOC WORK 950 PhD Proseminar or SOC WORK 951 PhD Proseminar seminar).

PEOPLE

Professors: Lawrence M. Berger, MSW, Ph.D.; Marah H. Curtis, MSW, Ph.D.; Katherine Magnuson, Ph.D.; Daniel R. Meyer, MSW, Ph.D.; Stephanie A. Robert, MSW, Ph.D. (School director); Tracy Schroepfer, MSW, Ph.D., Kristen Slack, A.M., Ph.D.

Associate Professors: Tally Moses, MSW, Ph.D.

Assistant Professors: Lauren Bishop, Ph.D.; Pajarita Charles, MPA, MSW, Ph.D.; Lara Gerassi, MSW, Ph.D.; Jooyoung Kong, MSW, Ph.D.; Jessica Pac, Ph.D.; Alejandra Ros Pilarz, Ph.D.; Tawanda Rowell-Cunsolo, Ph.D.; Tova Walsh, MSW, Ph.D.; Yang Sao Xiong, Ph.D.

Clinical Associate Professor: Audrey Conn, MSSW, APSW; Alice Egan, MSSW, APSW; Ellen Smith, MSSW; Angela Willits, MSW, LCSW

Clinical Assistant Professors: Laura Dresser, MSW, Ph.D.; Amanda Ngola, MSW, LCSW; Lynette Studer, MSSW, Ph.D.

A complete list of all faculty and staff in the school is available on the School of Social Work Directory (https://socwork.wisc.edu/directory/).

SOCIAL WELFARE, PH.D.

PH.D. DEGREE TRACKS

Students who enter the Ph.D. program with a master’s degree in social work and follow the program’s standard course sequencing should be able to complete their degree in four to five years. Students who enter
the program without a master's degree must plan on an additional one to two years to complete the program and must select from among the following:

- **Track I:** MSW/Ph.D. program for students without a bachelor's degree in social work (students complete the equivalent of the two-year master's program while in the doctoral program)
- **Track II:** MSW/Ph.D. program for students with a bachelor's degree in social work (students complete the equivalent of the one-year master's program advanced generalist specialization in an area of focus; requires that students have a BSW from a CSWE accredited school of social work)
- **Track III:** Program for students who do not have a social work degree and who do not want an MSW (requires that students complete MSW generalist foundation courses and a 2-credit internship)

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

The doctoral program has four special features: an emphasis is placed on interdisciplinary research and training that seeks to promote optimal functioning in individuals or families across the life course; it stresses that social welfare problems are best understood in individual, family, community, economic, and cultural context; it conceptualizes research as a catalyst for social action and change; and it emphasizes methodological and statistical training and their applications to studying social problems and processes.

**ABOUT THE SCHOOL OF SOCIAL WORK**

The School of Social Work at UW–Madison is consistently ranked among the best schools of social work in the country. Faculty prepare social work professionals at the bachelor's, master's, and doctoral levels. Through the preparation of social work practitioners, scholars and educators, faculty and students explore and seek to understand the nature of social problems, their impact on vulnerable populations, and ways to critically analyze and promote the achievement of a just, equitable, healthy, and productive society.

Social work faculty are noted for their scholarly work in developing a conceptual understanding of social work practice and policy, and in producing research in important social problem areas. For example, faculty took a leadership role in the development of the generalist model of practice now used by most social work programs. Faculty members have made valuable research contributions in the fields of aging, child welfare, developmental disabilities, and family and intergenerational caregiving, as well as in educational attainment and life-course decision-making, end-of-life care for older adults and palliative care, health disparities, homelessness, poverty, social policy, welfare reform, and child support. Drawing on strong faculty, excellent students, and the resources of a world-renowned university in a community rich with social and human service programs, there is much to offer prospective students: individualized, faculty-taught field education for master's students, nationally renowned faculty with a strong interdisciplinary focus, and hands-on research training in a highly individualized program of study for doctoral students.

The school offers unique opportunities for students to receive state-of-the-art professional training through its field education program. Student practice opportunities range from experiences in institutional and community-based settings to working with families and other significant care-givers, with individuals and groups, and in policy and service delivery issues.

**Mission.** The mission of the School of Social Work is to enhance human well-being and promote social and economic justice for people who are disadvantaged to achieve an equitable, healthy, and productive society. The school aims to:

- Create, advance, strengthen, and integrate interdisciplinary knowledge for students and the profession through research, scholarship, and practice.
- Educate students to become highly-skilled, culturally-competent and ethical practitioners who will provide leadership for the profession of social work within the state of Wisconsin and nationally.
- Promote change at levels ranging from the individual client to national, including empowering communities and populations that are disadvantaged and developing humane service delivery systems.
- Create and disseminate knowledge regarding the prevention and amelioration of social problems.

The School of Social Work is one of five professional schools in the College of Letters & Science. As part of the college, the school maintains relationships with the other social studies and professional schools within the university system through interchange of faculty and students and through joint research and publication endeavors.
requirement is optional. Regardless of whether GRE scores are submitted, all applications will be held in equal regard.

Online applications are available through the Graduate School Electronic Application (http://grad.wisc.edu/apply/). Admission to the Social Welfare PhD program requires an undergraduate grade point average of at least 3.00 (on a 4.00 scale) on the equivalent of the last 60 semester credits. Applicants are required to have completed a statistics course; 30 semester credits of social science courses and Graduate Record Examination (GRE) scores taken within five years of application date; if appropriate, English proficiency exam (TOEFL) scores, taken within two years of application date. Applicants must also submit a statement of reasons for graduate study, three letters of recommendation, official transcripts, a writing sample, and a resume or CV. Details about what is expected in the writing sample and statement, information about acceptable letters of recommendation, and other specific details can be found on the PhD Application (https://socwork.wisc.edu/admissions/phd-application/) page of the School of Social Work website.

PhD program details are fully described on the PhD Program in Social Welfare (https://socwork.wisc.edu/programs/phd/) page on the School of Social Work website.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Prospective students should see the program website (https://socwork.wisc.edu/programs/phd/#financial-support) for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantage of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>100% of the coursework required for the PhD Program in Social Welfare must be taken at the UW-Madison and either have the graduate attribute, or have approval from the PhD Program Chair. Coursework earned more than 5 years prior to admission to the PhD program may not be used to satisfy degree credit minimums. Courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must pass all courses with a grade of B or better. A student must retake any required course in which a lower grade than B is received, except for the statistics sequence where a grade of BC or C may be offset by a grade of A or AB in another statistics course.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Doctoral students are required to complete a comprehensive preliminary/oral examination after they have cleared their record of all Incomplete and Progress grades (other than research and thesis). Deposit of the doctoral dissertation in the Graduate School is required.</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>n/a</td>
</tr>
<tr>
<td>Doctoral Minor/Breadth Requirements</td>
<td>Doctoral Social Welfare students are not required to complete a minor.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

The first two years of the curriculum emphasize methodological, statistical, theoretical and substantive coursework. A variety of social welfare seminars are offered within the school. Students from several departments are invited to join these seminars creating a rich interdisciplinary training environment. Two foundation social welfare research methods seminars cover the fundamentals of research design and implementation relevant to the design and conduct of quantitative, qualitative, and mixed methods research. Research methods seminars provide practical experience and application of research knowledge and skills (e.g., proposal writing and data analysis). The social policy
and applied theory seminars address specific substantive issues (e.g., poverty, child welfare, family policy), as well as core policy analytics and models of the application of social theory to social problems, respectively. The social welfare faculty research seminar (SOC WORK 946 Faculty Research Seminar, fall semester); and two student research seminars (SOC WORK 947 Student Research Seminar, spring semesters) provide opportunity for professional socialization to the field and development of research interests.

The curriculum is designed to require students to take some courses in departments throughout the campus, based on their individualized learning needs. Students take substantive and research courses focusing on topics related to their specialization. A wide selection of courses in world-renowned social and behavioral science departments is available. Students select an approved social science theory course; two statistics courses (typically C&E SOC/SOC 361 Statistics for Sociologists II –SOC 362 Statistics for Sociologists III or ED PSYCH 760 Statistical Methods Applied to Education I–ED PSYCH 761 Statistical Methods Applied to Education II ); two substantive elective courses; two statistics/methodology elective courses. Years three and four (or five) are dedicated to the preparation and completion of preliminary examinations and dissertation research.

### For Students Entering with an MSW

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Statistics I</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 946</td>
<td>Faculty Research Seminar</td>
<td>1</td>
</tr>
<tr>
<td>SOC WORK 949</td>
<td>Proseminar</td>
<td>1</td>
</tr>
<tr>
<td>SOC WORK 950</td>
<td>PhD Proseminar</td>
<td>1</td>
</tr>
<tr>
<td>Spring Semester 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Statistics II</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 947</td>
<td>Student Research Seminar</td>
<td>1</td>
</tr>
<tr>
<td>SOC WORK 952</td>
<td>PhD Proseminar</td>
<td>3</td>
</tr>
<tr>
<td>Fall Semester 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Statistics/Methods or Substantive Course Elective 1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Social Science Theory, Statistics/Methods, or Substantive Course Elective 1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>SOC WORK 948</td>
<td>Proseminar</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 951</td>
<td>PhD Proseminar</td>
<td>3</td>
</tr>
<tr>
<td>Spring Semester 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Science Theory, Statistics/Methods, or Substantive Course Elective 1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>SOC WORK 947</td>
<td>Student Research Seminar</td>
<td>1</td>
</tr>
<tr>
<td>SOC WORK 952</td>
<td>PhD Proseminar</td>
<td>2</td>
</tr>
<tr>
<td>Fall Semester 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Science Theory, Statistics/Methods, or Substantive Course Elective 1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>SOC WORK 947</td>
<td>Faculty Research Seminar</td>
<td>1</td>
</tr>
<tr>
<td>SOC WORK 952</td>
<td>PhD Proseminar</td>
<td>3</td>
</tr>
<tr>
<td>Spring Semester 3</td>
<td></td>
<td></td>
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<tr>
<td>Social Science Theory, Statistics/Methods, or Substantive Course Elective 1</td>
<td>3</td>
<td></td>
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<tr>
<td>SOC WORK 947</td>
<td>Student Research Seminar</td>
<td>1</td>
</tr>
<tr>
<td>SOC WORK 952</td>
<td>PhD Proseminar</td>
<td>2</td>
</tr>
</tbody>
</table>

### MSW/PhD in Social Welfare for Students Without a BSW

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Statistics I</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 605</td>
<td>The Field of Social Work</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 711</td>
<td>Human Behavior and the Environment</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 946</td>
<td>Faculty Research Seminar</td>
<td>1</td>
</tr>
<tr>
<td>SOC WORK 950</td>
<td>PhD Proseminar</td>
<td>3</td>
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<tr>
<td>or SOC WORK 951</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC WORK 948</td>
<td>Proseminar</td>
<td>3</td>
</tr>
<tr>
<td>or SOC WORK 949</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spring Semester 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Statistics II</td>
<td></td>
<td>3</td>
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<tr>
<td>SOC WORK 947</td>
<td>Student Research Seminar</td>
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<tr>
<td>SOC WORK 710</td>
<td>Diversity, Oppression and Social Justice in Social Work</td>
<td>2</td>
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<tr>
<td>SOC WORK 947</td>
<td>Student Research Seminar</td>
<td>1</td>
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<tr>
<td>SOC WORK/ED PSYCH 945</td>
<td>Evaluation Research</td>
<td>3</td>
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<tr>
<td>or SOC WORK 952</td>
<td></td>
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<tr>
<td>Fall Semester 2</td>
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<tr>
<td>SOC WORK 400</td>
<td>Field Practice and Integrative Seminar I</td>
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<tr>
<td>SOC WORK 441</td>
<td>Generalist Practice with Individuals, Families and Groups</td>
<td>3</td>
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<tr>
<td>SOC WORK 442</td>
<td>Generalist Practice with Communities and Organizations</td>
<td>2</td>
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<td>SOC WORK 949</td>
<td>Proseminar</td>
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<tr>
<td>or SOC WORK 948</td>
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<tr>
<td>Spring Semester 2</td>
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<tr>
<td>SOC WORK 401</td>
<td>Field Practice and Integrative Seminar II</td>
<td>4</td>
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<tr>
<td>SOC WORK 612</td>
<td>Psychopathology in Generalist Social Work Practice 4</td>
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</tr>
<tr>
<td>SOC WORK 952</td>
<td>PhD Proseminar</td>
<td>3</td>
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<tr>
<td>or SOC WORK 951</td>
<td></td>
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<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice 1</td>
<td>2</td>
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<tr>
<td>Fall Semester 3</td>
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<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III 1</td>
<td>5</td>
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</table>

1. See Statistics/Methods, Theory, or Substantive Course Electives tab for suggested courses. Consult with PhD Program Chair to determine how course meets program requirements.

2. Students may opt to take SOC WORK 952 PhD Proseminar twice and can count it once as a Statistics or Methods elective. Students may choose to take SOC WORK/ED PSYCH 945 Evaluation Research as a methods elective requirement.
MSW Advanced Practice Course (i.e., SOC WORK 741, 821, 835, or 873) 2
MSW Advanced Practice Elective 1 2
SOC WORK 949 Proseminar 3
or SOC WORK 948 Proseminar
SOC WORK 950 PhD Proseminar 3
or SOC WORK 951 PhD Proseminar

Spring Semester 3
SOC WORK 801 Field Practice and Integrative Seminar IV 5
SOC WORK 947 Student Research Seminar 1
SOC WORK 952 PhD Proseminar 3
or SOC WORK/ED PSYCH 945 Evaluation Research
Social Science Theory, Statistics/Methods, or Substantive Course Elective 3
Social Science Theory, Statistics/Methods, or Substantive Course Elective 3
SOC WORK 612 Psychopathology in Generalist Social Work Practice 1 2

Total Credits 79

1 See PhD Chair for suggested MSW Elective courses.
2 Students may opt to take SOC WORK 952 PhD Proseminar twice and can count it once as a Statistics or Methods elective. Students may choose to take SOC WORK/ED PSYCH 945 Evaluation Research as a methods elective requirement.
3 See Statistics/Methods, Theory, or Substantive Course Electives tab for suggested courses. Consult with PhD Program Chair to determine how course meets program requirements.

MSW/PhD in Social Welfare for Students With a BSW

Fall Semester 1
Statistics I 3
SOC WORK 946 Faculty Research Seminar 1
SOC WORK 949 Proseminar 3
or SOC WORK 948 Proseminar
SOC WORK 950 PhD Proseminar 3
or SOC WORK 951 PhD Proseminar
Social Science Theory, Statistics/Methods, or Substantive Course Elective 4

Spring Semester 1
Statistics II 3
SOC WORK 947 Student Research Seminar 1
Social Science Theory, Statistics/Methods, or Substantive Course Elective 4
Social Science Theory, Statistics/Methods, or Substantive Course Elective 4
SOC WORK 612 Psychopathology in Generalist Social Work Practice 1

Fall Semester 2
SOC WORK 800 Field Practice and Integrative Seminar III 5
MSW Advanced Practice Course (i.e., SOC WORK 741, 821, 835, or 873) 2

MSW Advanced Practice Elective 2
SOC WORK 949 Proseminar
or SOC WORK 948 Proseminar
SOC WORK 950 PhD Proseminar
or SOC WORK 951 PhD Proseminar

Spring Semester 2
SOC WORK 801 Field Practice and Integrative Seminar IV 5
SOC WORK 840 Advanced Macro Practice 2
SOC WORK 947 Student Research Seminar 1
SOC WORK 952 PhD Proseminar 3
or SOC WORK/ED PSYCH 945 Evaluation Research
Social Science Theory, Statistics/Methods, or Substantive Course Elective 4

Fall Semester 3
Social Science Theory, Statistics/Methods, or Substantive Course Elective 4
Statistics/Methods or Substantive Course Elective 4

Spring Semester 3
Social Science Theory, Statistics/Methods, or Substantive Course Elective 4

Total Credits 63

1 SOC WORK 612 Psychopathology in Generalist Social Work Practice may also be taken in the summer before or after Year 1.
2 See PhD Chair for suggested MSW Elective courses.
3 Students may opt to take SOC WORK 952 PhD Proseminar twice and can count it once as a Statistics or Methods elective. Students may choose to take SOC WORK/ED PSYCH 945 Evaluation Research as a methods elective requirement.
4 See Statistics/Methods, Theory, or Substantive Course Electives tab for suggested courses. Consult with PhD Program Chair to determine how course meets program requirements.

PhD-only

Fall Semester 1
Statistics I 3
SOC WORK 605 The Field of Social Work 2
SOC WORK 711 Human Behavior and the Environment 2
SOC WORK 946 Faculty Research Seminar 1
SOC WORK 949 Proseminar 3
or SOC WORK 948 Proseminar
SOC WORK 950 PhD Proseminar
or SOC WORK 951 PhD Proseminar

Spring Semester 1
Statistics II 3
SOC WORK 947 Student Research Seminar 1
SOC WORK 950 PhD Proseminar 3
or SOC WORK 951 PhD Proseminar
Social Science Theory, Statistics/Methods, or Substantive Course Elective 3

Fall Semester 2
SOC WORK 800 Field Practice and Integrative Seminar III 5
MSW Advanced Practice Course (i.e., SOC WORK 741, 821, 835, or 873) 2

SOC WORK 952 PhD Proseminar 2
or SOC WORK/ED PSYCH 945

**Fall Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Science Theory</td>
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<tr>
<td>SOC WORK 675</td>
<td>2</td>
</tr>
<tr>
<td>Topics in Contemporary Social Welfare (Social Work Internship)</td>
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<tr>
<td>SOC WORK 949</td>
<td>3</td>
</tr>
<tr>
<td>Proseminar</td>
<td></td>
</tr>
<tr>
<td>or SOC WORK 948</td>
<td>3</td>
</tr>
<tr>
<td>Proseminar (or Elective)</td>
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</tr>
<tr>
<td>SOC WORK 952</td>
<td>3</td>
</tr>
<tr>
<td>PhD Proseminar</td>
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</tr>
<tr>
<td>or SOC WORK 951</td>
<td>3</td>
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<tr>
<td>PhD Proseminar</td>
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</tbody>
</table>

Statistics/Methods or Substantive Course Elective 3

Statistics/Methods or Substantive Course Elective 3

Total Credits 51

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1. The 2-credit internship is intended to introduce students to the profession of social work and practice.

2. Students may opt to take SOC WORK 952 PhD Proseminar twice and can count it once as a Statistics or Methods elective. Students may choose to take SOC WORK/ED PSYCH 945 Evaluation Research as a methods elective requirement.

3. See Statistics/Methods, Theory, or Substantive Course Electives tab for suggested courses. Consult with PhD Program Chair to determine how course meets program requirements.

### Statistics/Methods, Theory, or Substantive Course Electives

<table>
<thead>
<tr>
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<td>COUN PSY 960</td>
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<td>CSCS 501</td>
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<td>ED PSYCH 763</td>
<td>Regression Models in Education</td>
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<td>ED PSYCH 946</td>
<td>Advanced Assessment and Intervention Techniques</td>
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<td>Structural Equation Modeling</td>
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<td>Design &amp; Analysis of Quasi-Experiments for Causal Inference</td>
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<td>Issues in Educational Policy Analysis</td>
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<td>Surveys and Other Quantitative Data Collection Strategies</td>
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<td>Special Topics Seminar in Educational Leadership</td>
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<td>Current Topics in Human Development and Family Studies</td>
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<td>Attachment Theory and Relationships Across the Lifespan</td>
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<td>Family Theory I (Survey)</td>
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<td>Leadership and Organizational Decision-Making in Health Care</td>
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<td>POP HLTH/B M I 651</td>
<td>Advanced Regression Methods for Population Health</td>
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<td>POP HLTH 709</td>
<td>Translational and Outcomes Research in Health and Health Care</td>
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<td>POP HLTH 795</td>
<td>Principles of Population Health Sciences</td>
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<td>Introduction to Health Services Research</td>
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<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
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<td>PUB AFFR 819</td>
<td>Advanced Statistical Methods for Public Policy Analysis</td>
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<td>PUB AFFR/POLI SCI 871</td>
<td>Public Program Evaluation</td>
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<td>PUB AFFR 880</td>
<td>Microeconomic Policy Analysis</td>
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<td>PUB AFFR 888</td>
<td>Comparative and National Social Policy</td>
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<td>PUB AFFR 974</td>
<td>Topics in Public Affairs</td>
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<td>Psychosocial Aspects of Chronic Illness and Disability</td>
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<td>Community Development</td>
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</tr>
<tr>
<td>SOC 751</td>
<td>Survey Methods for Social Research</td>
<td>3</td>
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</tbody>
</table>
or above), or grade of U in research credits. This review could result earned grades of BC, C, D, F, or Incomplete in a graduate course (300 The Graduate School regularly reviews the record of any student who PROBATION program statistics or methods requirements, with approval from the PhD obtain as UW-Madison undergraduate students, toward the PhD degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES PRIOR COURSEWORK Graduate Work from Other Institutions No coursework from other institutions may be applied toward the minimum graduate coursework requirement, the minimum graduate degree credit requirement, or the minimum PhD program requirement except in rare circumstances that require approval from the PhD Program Chair. Coursework earned more than 5 years prior to admission to the PhD program may not be used to satisfy degree credit minimums.

UW–Madison Undergraduate Doctoral students may apply up to 6 credits with the graduate attribute, obtained as UW-Madison undergraduate students, toward the PhD program statistics or methods requirements, with approval from the PhD Program Chair. Coursework earned more than 5 years prior to admission to the PhD program may not be used to satisfy degree credit minimums.

UW–Madison University Special Doctoral students may petition to apply up to 12 credits with the graduate attribute, obtained as a UW–Madison University Special student or as a UW-Madison graduate student in another graduate program, toward the PhD program minimum degree requirement and the minimum graduate degree credit requirement. Courses without the graduate attribute, taken as a UW-Madison University Special student or a UW-Madison graduate student in another graduate program, must be approved by the PhD Program Chair. Coursework earned more than 5 years prior to admission to the PhD program may not be used to satisfy degree credit minimums.

PROBATION The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

CREDITS PER TERM ALLOWED 15 credits

TIME CONSTRAINTS Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

GRIEVANCES AND APPEALS These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)  
Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
A Joint MSW/PhD option is available for students without an MSW. Students with another master's degree may choose the Joint or PhD only option.

LEARNING OUTCOMES

1. Demonstrate understanding of social welfare problems, theories, policies, and programs.
2. Conceptualize and analyze approaches to improving social welfare problems, theories, policies, and programs.
3. Apply advanced quantitative and/or qualitative methodology for social welfare scholarship.
4. Develop knowledge and skills to teach and/or present social welfare-related material in professional contexts.
5. Demonstrate professional and ethical conduct.
6. Create research, scholarship, or programming that enhances social welfare.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

THE MSW CURRICULUM

The school's curriculum is generalist social work practice in orientation. In courses across the curriculum, faculty interweave: content about social work values and ethics; content that promotes understanding, affirmation, and respect for people from diverse backgrounds; content on populations-at-risk, including strategies to respond to and strategies to redress risk factors; and content on social, economic and environmental justice grounded in an understanding of distributive justice, human and civil rights, and the global interconnections of oppression. MSW students complete a generalist year and a specialization year.

Generalist Practice
The generalist practice year curriculum emphasizes direct practice across system sizes (micro-to-macro). Students take courses in social welfare policies and services, human behavior and the social environment (including social work with ethnic and racial groups; and psychopathology for generalist practice), research methods, social work practice (including generalist practice with individuals, families, and groups; and generalist practice with organizations and communities), and a field course that includes a social work practice integrative seminar and social work field placement.

Advanced Generalist Specialization
The advanced curriculum offers an advanced generalist specialization with optional areas of focus in:

- aging
- child, youth, and family welfare
• health; and
• mental health.

Students complete the advanced generalist specialization by taking courses in advanced practice in a focus area, policies and services in a focus area, advanced macro practice, and advanced generalist social work field practice, which include an integrative seminar and field placement seated in a focus area. Students also have multiple elective opportunities.

Individualized sub-focus areas are also available and are constructed with assistance from the academic advisors.

**CHILD WELFARE TRAINING**

Federal Title IV-E funding is available to MSW students in both Full- and Part-Time programs for training in public child welfare. After acceptance into the school, generalist year or advanced practice year students may apply to this special program designed to prepare advanced practitioners for practice in public child welfare. Students complete a specialized curriculum within the child, youth, and family welfare focus area. MSW students accepted into the training program receive tuition (in-state or MN reciprocity), a book & mileage stipend, and a monthly stipend each year they are in field in the program. In return, after graduation, child welfare trainees agree to work in a public child welfare position in the State of Wisconsin for each year they received funding. For complete details, contact the Title IV-E program coordinator (contact information available on the program website (https://socwork.wisc.edu/programs/iveprogram/)).

**PART-TIME MSW PROGRAM**

The Part-Time MSW Program is offered on two sites: the UW–Madison campus (p. 1675) for those in the greater Madison area and on the UW–Eau Claire campus (p. 1671) for those who live in the northwest part of the state. The Part-Time MSW Program is designed to allow students who are not able to pursue full-time study to work toward an MSW degree on a structured, time-extended basis.

• Courses are offered on Saturdays at both sites.
• Fieldwork options may include place of employment.
• Traditional and advanced standing options are offered.
• Focus Areas in: aging, health, or health and aging; child, youth and family welfare; or mental health are offered.

Applicants must meet the School of Social Work admission requirements to be accepted into the program. Applications to the UW-Eau Claire site are no longer being accepted.

**FIELD EDUCATION PROGRAM**

The field units are organized around a social problem area, a field of practice, or a major intervention method. Each unit has a range of field placement agencies and settings appropriate to its theme. The emphasis for generalist-level placements is on a generalist perspective and direct practice experience. The focus is on learning and applying analytic and interventive skills within an ethically-based, problem-focused approach. Specialization-level field emphasizes practice from an advanced generalist perspective with either direct or indirect practice experience. The focus is on autonomous practice and advanced practice knowledge and skills in an area of focus.

The following field units are generally available to generalist practice year and/or specialization year MSW students in the full-time program. These units represent more than 100 placements in agencies and organizations throughout Dane and its contiguous counties.

• Social work practice in community agencies
• Social work practice in community mental health agencies
• Social work practice in county human services
• Social work practice in intellectual and other disabilities
• Social work practice in educational settings
• Social work practice in health
• Social work practice in juvenile and criminal justice systems
• Social work practice in mental health
• Social work practice with older adults
• Social work practice in policy and administration
• Social work practice in public and private child welfare
• Social work practice in public child welfare

Field units offered in the part-time MSW program at both program sites are:

• Social work practice in community agencies
• Social work practice in child and family welfare: public, private, and educational settings
• Social work practice in aging and/or health (depending on student demand)
• Social work practice in mental health

Social work applicants should be advised that state statutes require background checks on all potential field students prior to the field experience. Information regarding this process is provided to students after they are accepted into the School of Social Work.

• Social Work: Full Time MSW, MSW (p. 1666)
• Social Work: Part Time MSW Eau Claire, MSW (p. 1671)
• Social Work: Part Time MSW Madison, MSW (p. 1675)

**ABOUT THE SCHOOL OF SOCIAL WORK**

The School of Social Work at UW–Madison is consistently ranked among the best schools of social work in the country. Faculty prepare social work professionals at the bachelor’s, master’s, and doctoral levels. Through the preparation of social work practitioners, scholars and educators, faculty and students explore and seek to understand the nature of social problems, their impact on vulnerable populations, and ways to critically analyze and promote the achievement of a just, equitable, healthy, and productive society.

Social work faculty are noted for their scholarly work in developing a conceptual understanding of social work practice and policy, and in producing research in important social problem areas. For example, faculty took a leadership role in the development of the generalist model of practice that is now used by most social work programs. Faculty members have made valuable research contributions in the fields of aging, child welfare, developmental disabilities, and family and inter-generational caregiving, as well as in educational attainment and life-course decision-making, end-of-life care for older adults and palliative care, health disparities, homelessness, poverty, social policy, welfare reform, and child support. Drawing on strong faculty, excellent students, and the resources of a world-renowned university in a community rich with social and human service programs, there is much to offer prospective students: individualized, faculty-taught field education for master's students, nationally renowned faculty with a
strong interdisciplinary focus, and hands-on research training in a highly individualized program of study for doctoral students.

The school offers unique opportunities for students to receive state-of-the-art professional training through its field education program. Student practice opportunities range from experiences in institutional and community-based settings to working with families and other significant care-givers, with individuals and groups, and in policy and service delivery issues.

Mission. The mission of the School of Social Work is to enhance human well-being and promote social and economic justice for people who are disadvantaged to achieve an equitable, healthy, and productive society. The school aims to:

- Create, advance, strengthen, and integrate interdisciplinary knowledge for students and the profession through research, scholarship, and practice.
- Educate students to become highly-skilled, culturally-competent and ethical practitioners who will provide leadership for the profession of social work within the state of Wisconsin and nationally.
- Promote change at levels ranging from the individual client to national, including empowering communities and populations that are disadvantaged and developing humane service delivery systems.
- Create and disseminate knowledge regarding the prevention and amelioration of social problems.

The School of Social Work is one of five professional schools in the College of Letters and Science. As part of the college, the school maintains relationships with the other social studies and professional schools within the university system through interchange of faculty and students and through joint research and publication endeavors.

AMINISSONS

Students apply to the Master of Social Work through one of the named options:

- Full Time MSW (p. 1666)
- Part Time MSW Eau Claire (p. 1671)
- Part Time MSW Madison (p. 1675)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Master’s students are eligible for a variety of School of Social Work awards that include Federal Training Grants, Veterans Administration stipends, Harriet & Sandra Rosenbaum Scholarship, and many others. For complete details regarding eligibility and application process for these awards, see Awards and Scholarships (https://socwork.wisc.edu/ students/awards-and-scholarships/) on the school’s website.

Students also have access to federal loans and work study.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
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<th>Requirements Detail</th>
<th>Minimum</th>
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<td>Credit Requirement</td>
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</table>

| Minimum Residence Credit Requirement | 16 credits |

| Minimum Graduate Coursework Requirement | Half of degree coursework must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)). |

| Overall Graduate GPA Requirement   | 3.00 GPA required. |

| Other Grade Requirements            | Grades of C are accepted only if they are offset by an equal number of credits of A. Candidates who receive more than two grades of C (in courses that do not extend beyond one term) or a grade of D or F while in the program will be dropped from the MSW Program. Candidates who receive a grade of C in the Field and Integrative Seminar courses may continue only with permission of the faculty and may not offset the grade with a grade of A. (This policy does not apply to grades received for courses taken to meet the statistics prerequisite while in the program). |

REQURED COURSES

Select a Named Option (p. 1664) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Social Work must select one of the following named options:

View as list View as grid
SOCIAL WORK: FULL TIME MSW, MSW (P. 1666)
SOCIAL WORK: PART TIME MSW EAU CLAIRE, MSW (P. 1671)
SOCIAL WORK: PART TIME MSW MADISON, MSW (P. 1675)

POLICIES

Students should refer to one of the named options for policy information:

- Full Time MSW (p. 1670)
- Part Time MSW Eau Claire (p. 1673)
- Part Time MSW Madison (p. 1678)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Engage diversity and difference in practice.
4. Engage in policy practice.
5. Engage with individuals, families, groups, organizations, and communities.
6. Assess individuals, families, groups, organizations, and communities.
7. Demonstrate ethical and professional behavior.
8. Intervene with individuals, families, groups, organizations, and communities.
9. Evaluate practice with individuals, families, groups, organizations, and communities.

PEOPLE

Professors: Lawrence M. Berger, MSW, Ph.D.; Marah H. Curtis, MSW, Ph.D.; Katherine Magnuson, Ph.D.; Daniel R. Meyer, MSW, Ph.D.; Stephanie A. Robert, MSW, Ph.D. (School director); Tracy Schropfer, MSW, Ph.D., Kristen Slack, A.M., Ph.D.

Associate Professors: Tally Moses, MSW, Ph.D.

Assistant Professors: Lauren Bishop, Ph.D.; Pajarita Charles, MPA, MSW, Ph.D.; Lara Gerassi, MSW, Ph.D.; Jooyoung Kong, MSW, Ph.D.; Jessica Pac, Ph.D.; Alejandra Ros Pilarz, Ph.D.; Tawanda Rowell-Cunsolo, Ph.D.; Tova Walsh, MSW, Ph.D.; Yang Sao Xiong, Ph.D.

Clinical Associate Professor: Audrey Conn, MSSW, APSW; Alice Egan, MSSW, APSW; Ellen Smith, MSSW; Angela Willits, MSW, LCSW

Clinical Assistant Professors: Laura Dresser, MSW, Ph.D.; Amanda Ngola, MSW, LCSW; Lynette Studer, MSSW, Ph.D.

A complete list of all faculty and staff in the school is available on the School of Social Work Directory (https://socwork.wisc.edu/directory/).

ACCREDITATION

Accreditation Council on Social Work Education (https://www.cswe.org/Accreditation/)


SOCIAL WORK COMPETENCIES

At the conclusion the MSW program we expect graduate students to have achieved the following core competencies:

1. Demonstrate ethical and professional behavior
2. Engage diversity and difference in practice
3. Advance human rights and social, economic, and environmental justice
4. Engage in practice-informed research and research-informed practice
5. Engage in policy practice
6. Engage with individuals, families, groups, organizations, and communities
7. Assess individuals, families, groups, organizations, and communities
8. Intervene with individuals, families, groups, organizations, and communities
9. Evaluate practice with individuals, families, groups, organizations, and communities

At the end of the generalist practice curriculum sequence, students are expected to evidence the identified generalist behaviors for each competency. At the end of the advanced year, students are expected to have achieved the competencies at the generalist and specialist levels through the demonstration of generalist behaviors and advanced generalist behaviors in the advanced generalist specialization with an optional area of focus learned in classroom and field experiences—all of which are derived from social work knowledge, values, and skills.

CERTIFICATION/LICENSURE

In the state of Wisconsin people with a Master of Social Work (MSW) are able to pursue certification and/or licensure. While certification/licensure is not a requirement for certain types of jobs, it is required for any positions titled 'Social Worker' and to refer to yourself as a Social Worker in professional settings. Information on applying for social work certification and licensure is provided in great detail on the School of Social Work's Professional Social Work Credentials & Continuing Education (https://socwork.wisc.edu/students/credentials/) page. Contact the social work academic advisors in the Full- or Part-Time Programs (see contact information on the program website (https://socwork.wisc.edu/students/advising/)) for a complete list of requirements necessary for these credentials.
CLINICAL PRACTICE LICENSURE
Students seeking preparation for licensure as a clinical social worker in the State of Wisconsin or State of Minnesota typically complete the mental health focus area.

SCHOOL SOCIAL WORK LICENSURE
Students seeking preparation for licensure as a school social worker in the State of Wisconsin typically complete the child, youth, and family welfare focus area.

ASWB EXAM RESULTS
Association of Social Work Boards (https://www.aswb.org/) MSW exam results (includes both Part-Time MSW Program and Full-Time MSW Program graduates).

<table>
<thead>
<tr>
<th>Year of Exam</th>
<th>UW-Madison Graduates: All Attempts</th>
<th>National All Attempts</th>
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<td>2019</td>
<td>89</td>
<td>61</td>
</tr>
<tr>
<td>2018</td>
<td>94</td>
<td>63</td>
</tr>
<tr>
<td>2017</td>
<td>94</td>
<td>70</td>
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</table>

<table>
<thead>
<tr>
<th>Year of Exam</th>
<th>UW-Madison Graduates: First Attempt</th>
<th>National First Attempt</th>
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<tbody>
<tr>
<td>2019</td>
<td>93</td>
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<tr>
<td>2018</td>
<td>96</td>
<td>76</td>
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<tr>
<td>2017</td>
<td>95</td>
<td>81</td>
</tr>
</tbody>
</table>

PROFESSIONAL CERTIFICATION/LICENSURE DISCLOSURE (NC-SARA)
The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:
Illinois, Minnesota, Wisconsin

The requirements of this program do not meet Certification/Licensure in the following states:
Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:

SOCIAL WORK: FULL TIME MSW, MSW
The MSW program is accredited by the Council on Social Work Education (CSWE). Full-Time MSW Program students attending on a full-time basis generally complete the program in two academic years. Full-Time MSW Program attending part-time complete it in four. Students from CSWE-accredited undergraduate social work programs may be granted up to one year of advanced standing in the Full-Time Program for comparable coursework taken prior to enrollment.

This is a named option within the Social Work MSW (p. 1662). A broader overview of the School, our MSW Program Goals, the MSW Curriculum, and Field Education can be found on the Social Work MSW Overview page (p. 1662).

You can also review:
• the Learning Outcomes (p. 1665) for the MSW Program;
• the MSW Program Accreditation (p. 1665) standing and MSW competencies; and,
• more information about Certification and Licensure (p. 1665).

ADMISSIONS
Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 8</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

Online applications are available through the School of Social Work website (https://socwork.wisc.edu/admissions/mswapp/).

Admission into the master’s degree program includes the Graduate School requirement that applicants hold a minimum undergraduate
GPA of 3.0 (on a 4.0 scale) on the equivalent of the last 60 semester hours (approximately two years of work) from an accredited university or college.

Applicants apply online through the Graduate School’s application site (link found in the instructions on the School of Social Work website). A complete application includes both the Graduate School application and the School of Social Work's supplemental application forms.

Applicants must review the instructions on the School of Social Work (https://socwork.wisc.edu/admissions/mswapp/) website for specific application details and prerequisites.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated</strong>: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
</tr>
<tr>
<td><strong>Evening/Weekend</strong>: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
</tr>
<tr>
<td><strong>Face-to-Face</strong>: Courses typically meet during weekdays on the UW-Madison Campus.</td>
</tr>
<tr>
<td><strong>Hybrid</strong>: These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
</tr>
<tr>
<td><strong>Online</strong>: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
</tr>
</tbody>
</table>

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

| Minimum | 30 credits |

**REQUIRED COURSES**

**Generalist Practice**

First-year MSW students complete generalist practice courses unless granted an exemption:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 400</td>
<td>Field Practice and Integrative Seminar I</td>
<td>4</td>
</tr>
<tr>
<td>SOC WORK 401</td>
<td>Field Practice and Integrative Seminar II</td>
<td>4</td>
</tr>
<tr>
<td>SOC WORK 441</td>
<td>Generalist Practice with Individuals, Families and Groups</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 442</td>
<td>Generalist Practice with Communities and Organizations</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 605</td>
<td>The Field of Social Work</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 606</td>
<td>Social Policy</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 612</td>
<td>Psychopathology in Generalist Social Work Practice</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 650</td>
<td>Methods of Social Work Research</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 710</td>
<td>Diversity, Oppression and Social Justice in Social Work</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 711</td>
<td>Human Behavior and the Environment</td>
<td>2</td>
</tr>
</tbody>
</table>

Generalist practice courses must be completed before beginning advanced practice courses.

**Advanced Generalist Specialization**

In a broad social justice framework, advanced practice or advanced standing MSW students complete an advanced generalist practice
specialization. Students may choose one of four focus areas: (1) Aging; (2) Child, Youth, and Family Welfare; (3) Health; and (4) Mental Health. Students complete an Advanced Practice class in a focus area, a Policies & Services class in a focus area, a sequence of Field Practice in a focus area, Advanced Macro Practice, and three "free electives" chosen in consultation with an advisor. Students may also choose to complete their advanced generalist practice specialization with no focus area, and still complete Advanced Practice, Policies & Services, and Field Practice courses that are based within focus areas, in addition to Advanced Macro Practice and three "free electives" chosen in consultation with an advisor.

Advanced Generalist Specialization Focus in Aging 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 821</td>
<td>Social Work Practice in Aging and Mental Health</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 875</td>
<td>Health, Aging, and Disability Policy and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Three free electives from the list below chosen in consultation with advisor.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Advanced Generalist Specialization Focus in Children, Youth and Families 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 741</td>
<td>Interventions with Children, Youth, and Families</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 920</td>
<td>Child, Youth, and Family Policies and Services</td>
<td>2</td>
</tr>
<tr>
<td>or SOC WORK 921</td>
<td>Child Welfare</td>
<td></td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Three free electives from the list below chosen in consultation with advisor.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Advanced Generalist Specialization Focus in Health 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III</td>
<td>5</td>
</tr>
</tbody>
</table>

Advanced Generalist Specialization Focus in Mental Health 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 835</td>
<td>Advanced Soc Work Practice in Mental Health</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 836</td>
<td>Mental Health Policies and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Three free electives from the list below chosen in consultation with advisor.

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

No Focus Area 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 741</td>
<td>Interventions with Children, Youth, and Families</td>
<td>2</td>
</tr>
<tr>
<td>or SOC WORK 821</td>
<td>Social Work Practice in Aging and Mental Health</td>
<td></td>
</tr>
<tr>
<td>or SOC WORK 835</td>
<td>Advanced Soc Work Practice in Mental Health</td>
<td></td>
</tr>
<tr>
<td>or SOC WORK 873</td>
<td>Social Work Practice in Health Care</td>
<td></td>
</tr>
<tr>
<td>SOC WORK 836</td>
<td>Mental Health Policies and Services</td>
<td>2</td>
</tr>
<tr>
<td>or SOC WORK 875</td>
<td>Health, Aging, and Disability Policy and Services</td>
<td></td>
</tr>
<tr>
<td>or SOC WORK 920</td>
<td>Child, Youth, and Family Policies and Services</td>
<td></td>
</tr>
<tr>
<td>or SOC WORK 921</td>
<td>Child Welfare</td>
<td></td>
</tr>
</tbody>
</table>

Advanced Macro Practice

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Advanced Practice Field 2

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>6</td>
</tr>
</tbody>
</table>

Three free electives from the list below chosen in consultation with advisor.
These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

Students opting for no focus area will be placed in a field unit by the Director of Field Education.

Free Electives

Electives may be chosen from this list in consultation with an advisor. The Specialization Handbook (https://socwork.wisc.edu/students/resources/full-time-msw-students) has suggested electives for focus areas and select sub-focuses. Not all electives are offered in a given year or semester. Courses outside of the department may substitute for a course on this Free Electives list in consultation with an advisor.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 624</td>
<td>Social Work with the Small Group</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 626</td>
<td>Social Work with the Community</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 627</td>
<td>Sex Trafficking and Sex Trading</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK/AMER IND 636</td>
<td>Social Work in American Indian Communities: The Indian Child Welfare Act</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 639</td>
<td>Gay, Lesbian, Bisexual, and Transgender (GLBT) Individuals and Social Welfare</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 642</td>
<td>Social Work and Adolescents</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 643</td>
<td>Social Work and Delinquency</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 644</td>
<td>Issues in Developmental Disabilities</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 646</td>
<td>Child Abuse and Neglect</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 648</td>
<td>Palliative and End-of-Life Care Social Work Practice</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 656</td>
<td>Family Practice in Foster and Kinship Care</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK/CHICLA 657</td>
<td>Understanding Latino Families and Communities</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK/AMER IND 658</td>
<td>American Indian Affairs</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 659</td>
<td>International Aspects of Social Work</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 661</td>
<td>Topics in Contemporary Social Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 662</td>
<td>Topics in Contemporary Social Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 663</td>
<td>Topics in Contemporary Social Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 664</td>
<td>Topics in Contemporary Social Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 665</td>
<td>Topics in Contemporary Social Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 672</td>
<td>Topics in Contemporary Social Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 673</td>
<td>Topics in Contemporary Social Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 674</td>
<td>Topics in Contemporary Social Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 675</td>
<td>Topics in Contemporary Social Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 676</td>
<td>Topics in Contemporary Social Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 679</td>
<td>Topics in Contemporary Social Welfare</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 712</td>
<td>Psychopathology for Social Work Practice in Mental Health</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK/URB R PL 721</td>
<td>Methods of Planning Analysis</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 741</td>
<td>Interventions with Children, Youth, and Families</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 742</td>
<td>Assessing and Treating Children and Adolescents</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK/ NURSING/PHM PRAC 746</td>
<td>Interdisciplinary Care of Children with Special Health Care Needs</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 817</td>
<td>Social Work Practice in Schools II (only for School Social Work students)</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 821</td>
<td>Social Work Practice in Aging and Mental Health</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK/LAW 822</td>
<td>Family Law. Marriage and Divorce</td>
<td>2-4</td>
</tr>
<tr>
<td>SOC WORK/LAW 823</td>
<td>Family Law. Parent and Child</td>
<td>3-4</td>
</tr>
<tr>
<td>SOC WORK 825</td>
<td>Grief, Death, Loss and Life</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 835</td>
<td>Advanced Soc Work Practice in Mental Health</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 836</td>
<td>Mental Health Policies and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 842</td>
<td>Consultation and Supervision in Social Work</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 852</td>
<td>Influencing Political Systems for Social Change</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 854</td>
<td>Crises Intervention in Social Work</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 860</td>
<td>Recent Developments in Social Work</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 861</td>
<td>Recent Developments in Social Work</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 862</td>
<td>Recent Developments in Social Work</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 863</td>
<td>Recent Developments in Social Work</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 868</td>
<td>Recent Developments in Social Work</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 869</td>
<td>Recent Developments in Social Work</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 870</td>
<td>Cognitive and Behavioral Mental Health Treatments for Adults</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 873</td>
<td>Social Work Practice in Health Care</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 875</td>
<td>Health, Aging, and Disability Policy and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK/ED PSYCH/HDFS/NURSING 880</td>
<td>Prevention Science</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK/PUB AFFR 887</td>
<td>Nonprofit Leadership</td>
<td>3</td>
</tr>
</tbody>
</table>
Future enrollment or in being suspended from the Graduate School. This review could result in academic probation with a hold on Incomplete in a graduate course (300 or above), or grade of U in research reviews the record of any student who earned grades of BC, C, D, F, or In any given semester in which the GPA falls below 3.0 the Graduate On a case-by-case basis Generalist/Foundation Social Work courses Generalist/Foundation Social Work courses may not be used to satisfy degree credit minimums. Graduate coursework earned five or more years prior to admission to the MSW Program. Candidates who withdraw from the Full-Time Program without having completed at least 8 credits must reapply for admission to the program. Students who withdraw from the Part-Time MSW Program without having completed at least 6 credits must reapply for admission to the Part-Time Program. Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

MSW Satisfactory Progress Criteria
Graduate students are required to maintain and graduate with a cumulative GPA of 3.00.

Grades of "C" are accepted only if offset by an equal number of credits of grades of A. Students who receive more than two grades of C or a grade of D or F will be dropped from the MSW Program. (This policy does not apply to grades received for courses taken to meet the Statistic prerequisite while in the program but will affect the GPA).

Students who receive a grade of C in the Field and Integrative Seminar courses may continue only with permission of the faculty and may not offset the grade with a grade of A. Refer to the Field Education Handbook (found on the Social Work Student Resources site (https://socwork.wisc.edu/students/resources/#full-time-msw-students)) for more details about grades in Field.

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
Graduate credits in equivalent foundation/generalist courses completed with a grade of B or better taken at CSWE-accredited MSW programs may be used to fulfill the Minimum Degree Credit Requirement. In general, coursework earned five or more years prior to admission to the MSW Program may not be used to satisfy degree credit minimums. Graduate credits from other MSW programs/institutions may not be used to fulfill the Minimum Residence Credit Requirement.

UW–Madison Undergraduate
MSW students who have received BSWs from CSWE accredited programs may count 7 credits of their undergraduate coursework in the BSW program. UW–Madison BSWs may count only those courses numbered 300 or above toward their minimum graduate degree credit requirement. Coursework earned five or more years prior to admission to the MSW program may not be used to satisfy credit requirements.

UW–Madison University Special
On a case-by-case basis Generalist/Foundation Social Work courses numbered 300 or above taken as a UW–Madison Special student may be used to fulfill degree requirements. No more than 15 credits generalist/foundation credits may be used for this purpose.

PROBATION

In any given semester in which the GPA falls below 3.0 the Graduate School will place you on probation. The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

All master’s candidates are assigned to the social work academic advisors.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Full-Time Program students matriculating through the Full-Time MSW program on a part-time basis must enroll in a minimum of two courses each semester and complete one full-time semester of at least 8 credits. Candidates who withdraw from the Full-Time Program without having completed at least 8 credits must reapply for admission to the program. Students who withdraw from the Part-Time MSW Program without having completed at least 6 credits must reapply for admission to the Part-Time Program.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) for all students to seek grievance assistance and support
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Title IV-E Public Child Welfare Traineeships are available to Full-Time and Part-Time MSW Program students.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Professors: Lawrence M. Berger, MSW, Ph.D.; Marah H. Curtis, MSW, Ph.D.; Katherine Magnuson, Ph.D.; Daniel R. Meyer, MSW, Ph.D.; Stephanie A. Robert, MSW, Ph.D. (School director); Tracy Schroepfer, MSW, Ph.D., Kristen Slack, A.M., Ph.D.

Associate Professors: Tally Moses, MSW, Ph.D.

Assistant Professors: Lauren Bishop, Ph.D.; Pajarita Charles, MPA, MSW, Ph.D.; Lara Gerassi, MSW, Ph.D.; Jooyoung Kong, MSW, Ph.D.; Jessica Pac, Ph.D.; Alejandra Ros Pilarz, Ph.D.; Tawandra Rowell-Cunsolo, Ph.D.; Tova Walsh, MSW, Ph.D.; Yang Sao Xiong, Ph.D.

Clinical Associate Professor: Audrey Conn, MSSW, APSW; Alice Egan, MSSW, APSW; Ellen Smith, MSSW; Angela Willits, MSW, LCSW

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A complete list of all faculty and staff in the school is available on the School of Social Work Directory (https://socwork.wisc.edu/directory/).

SOCIAL WORK: PART TIME MSW EAU CLAIRE, MSW

Admissions to the Social Work: Part-Time MSW Eau Claire, MSW have been suspended as of fall 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department (parttimeprogram@socwork.wisc.edu).

This is a named option in the Social Work MSW (p. 1662).

The Part-Time MSW program is offered on two sites: the UW–Madison campus (p. 1675) for those in the greater Madison area and on the UW–Eau Claire campus for those who live in the northwest part of the state. The Part-Time MSW program is designed to allow students who are not able to pursue full-time study to work toward an MSW degree on a structured, time-extended basis.

• Courses are offered on Saturdays at both sites.
• Fieldwork options may include place of employment.
• Traditional and advanced-standing options are offered.
• Focus Areas in: aging, health or health and aging; child, youth and family welfare; or mental health are offered.

Applicants must meet the School of Social Work admission requirements to be accepted into the program.

ADMISSIONS

Admissions to the Social Work: Part Time MSW Eau Claire, MSW have been suspended as of fall 2021 and will be discontinued as of fall 2022. If you have any questions, please contact the department (parttimeprogram@socwork.wisc.edu).

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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<tr>
<th>Requirements</th>
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<tr>
<td>Fall Deadline</td>
<td>This program does not admit in the fall.*</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>This program does not admit in the spring.*</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program is closed for summer admission.*</td>
</tr>
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<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
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<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
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</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* Effective June 2, 2020, admission to the Part-Time MSW Program-Eau Claire site is closed to new students. The Madison site will continue to
admit students into both the Generalist (4 Year Program) and Advanced (2 Year Program) tracks.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Master’s students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships, or other appointments that would result in a tuition waiver. However, students in the MSW Part Time Program, are eligible for other awards offered in the School of Social Work that include the Child Welfare Federal Training Grant and the Harriet & Sandra Rosenbaum Scholarship. For detailed information please go to https://socwork.wisc.edu/students/awards-and-scholarships/

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
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- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

Minimum 30 credits

**REQUIRED COURSES**

First-year MSW students complete generalist practice/foundation courses unless granted an exemption:

- **SOC WORK 400**: Field Practice and Integrative Seminar I (4 credits)
- **SOC WORK 401**: Field Practice and Integrative Seminar II (4 credits)
- **SOC WORK 441**: Generalist Practice with Individuals, Families and Groups (3 credits)
- **SOC WORK 442**: Generalist Practice with Communities and Organizations (2 credits)
- **SOC WORK 605**: The Field of Social Work (2 credits)
- **SOC WORK 606**: Social Policy (2 credits)
- **SOC WORK 612**: Psychopathology in Generalist Social Work Practice (2 credits)
- **SOC WORK 650**: Methods of Social Work Research (3 credits)
- **SOC WORK 710**: Diversity, Oppression and Social Justice in Social Work (2 credits)
- **SOC WORK 711**: Human Behavior and the Environment (2 credits)

In general, generalist practice/foundation courses must be completed before beginning advanced practice courses.

**Advanced Generalist Specialization**

In a broad social justice framework, advanced practice (students continuing from the Generalist years) or advanced standing (students entering the Program with a recent BSW) MSW students complete a
generalist advanced practice specialization in a social problem focus areas. In addition to their focus area courses, students complete three free electives.

### Aging Focus Area

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III (summer 2cr/fall 4cr)</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 821</td>
<td>Social Work Practice in Aging and Mental Health</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 875</td>
<td>Health, Aging, and Disability Policy and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Three courses chosen in consultation with advisor.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Child, Youth, and Family Welfare Focus Area

<table>
<thead>
<tr>
<th>Code</th>
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<th>Credits</th>
</tr>
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<tbody>
<tr>
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</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 741</td>
<td>Interventions with Children, Youth, and Families</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 920</td>
<td>Child, Youth, and Family Policies and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Three electives chosen in consultation with advisor.

Students in the School Social Work or Child Welfare sub-focus areas must consult the Specialization Handbook for elective selections and work closely with the advisors.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Health Focus Area

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III (summer 2cr/fall 4cr)</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 873</td>
<td>Social Work Practice in Health Care</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 875</td>
<td>Health, Aging, and Disability Policy and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Other courses chosen in consultation with advisor.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Mental Health Focus Area

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III (summer 2cr/fall 4cr)</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 835</td>
<td>Advanced Soc Work Practice in Mental Health</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 836</td>
<td>Mental Health Policies and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Three courses chosen in consultation with advisor.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Free Electives

The Specialization Handbook (https://socwork.wisc.edu/students/resources/#part-time-msw-students) has suggested electives for focus areas and select sub-focuses. Not all electives are available in a given year or semester.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 644</td>
<td>Issues in Developmental Disabilities</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 646</td>
<td>Child Abuse and Neglect</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 656</td>
<td>Family Practice in Foster and Kinship Care</td>
<td>2-3</td>
</tr>
<tr>
<td>SOC WORK 712</td>
<td>Psychopathology for Social Work Practice in Mental Health</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 742</td>
<td>Assessing and Treating Children and Adolescents</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 815</td>
<td>Social Work Practice in Schools I</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 817</td>
<td>Social Work Practice in Schools II</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 825</td>
<td>Grief, Death, Loss and Life</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 842</td>
<td>Consultation and Supervision in Social Work</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 870</td>
<td>Cognitive and Behavioral Mental Health Treatments for Adults</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 929</td>
<td>Social Work and Substance Use Disorders</td>
<td>2</td>
</tr>
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</table>

### POLICIES

#### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.
NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
Graduate credits in equivalent foundation/generalist courses completed with a grade of B or better taken at CSWE-accredited MSW programs may be used to fulfill the Minimum Degree Credit Requirement. In general, coursework earned five or more years prior to admission to the MSW Program may not be used to satisfy degree credit minimums. Graduate credits from other MSW programs/institutions may not be used to fulfill the Minimum Residence Credit Requirement.

UW–Madison Undergraduate
MSW students who have received BSWs from CSWE accredited programs may count 7 credits of their undergraduate coursework in the BSW program. UW–Madison BSWs may count only those courses numbered 300 or above toward their minimum graduate degree credit requirement. Coursework earned five or more years prior to admission to the MSW program may not be used to satisfy credit requirements.

UW–Madison University Special
On a case-by-case basis Generalist/Foundation Social Work courses numbered 300 or above taken as a UW–Madison Special student may be used to fulfill degree requirements. No more than 15 credits generalist/foundation credits may be used for this purpose.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE
All master’s candidates are assigned to the social work academic advisors.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Students who withdraw from the Part-Time MSW Program without having completed at least 6 credits must reapply for admission to the Part-Time Program.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#/grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
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OTHER
Title IV-E Public Child Welfare Traineeships are available to Full-Time and Part-Time MSW Program students. Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships, or other appointments that would result in a tuition waiver. Students are also not permitted to enroll in double or dual degree programs.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

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SOCIAL WORK: PART TIME MSW
MADISON, MSW

This is a named option in the Social Work MSW (p. 1662).

The Part-Time MSW program is offered on two sites: the UW-Madison campus for those in the greater Madison area and on the UW-Eau Claire campus (p. 1671) for those who live in the northwest part of the state. The Part-Time MSW program is designed to allow students who are not able to pursue full-time study to work toward an MSW degree on a structured, time-extended basis.

- Courses are offered on Saturdays at both sites.
- Fieldwork options may include place of employment.
- Traditional and advanced-standing options are offered.
- Focus Areas in: aging, health or health and aging; child, youth and family welfare; or mental health are offered.

Applicants must meet the School of Social Work admission requirements to be accepted into the program.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

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</tr>
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</table>

Letters of Recommendation Required

* The Fall semester is open to applicants to the Generalist (4 Year) program only.
** The Summer semester is open to applicants to the Advanced Standing (2 Year) program only.

Online applications are available through the School of Social Work website (http://socwork.wisc.edu/).

Effective June 2, 2020, students will no longer be admitted to the Part-Time MSW Program-Eau Claire site. The Madison site will continue to admit students into both the Generalist (4 Year Program) and Advanced (2 Year Program) tracks.

Admission into the master’s degree program includes the Graduate School requirement that applicants hold a minimum undergraduate GPA of 3.0 (on a 4.0 scale) on the equivalent of the last 60 semester hours (approximately two years of work) from an accredited university or college.

Applicants apply online through the Graduate School’s application site (link found in the instructions on the School of Social Work website). A complete application includes both the Graduate School application and the School of Social Work’s supplemental application forms.

Applicants must review the instructions on the School of Social Work (https://socwork.wisc.edu/admissions/mswapp/) website for specific application details and prerequisites.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

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REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

Clinical Associate Professor: Audrey Conn, MSSW, APSW; Alice Egan, MSSW, APSW; Ellen Smith, MSSW; Angela Willits, MSW, LCSW

Clinical Assistant Professors: Laura Dresser, MSW, Ph.D.; Amanda Ngola, MSW, LCSW; Lynette Studer, MSSW, Ph.D.

A complete list of all faculty and staff in the school is available on the School of Social Work Directory (https://socwork.wisc.edu/directory/).
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Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

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Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement

Minimum Residence Credit Requirement

Minimum Graduate Coursework Requirement

Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/https://registrar.wisc.edu/course-guide/)

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

Grades of C are accepted only if they are offset by an equal number of credits of A. Candidates who receive more than two grades of C (in courses that do not extend beyond one term) or a grade of D or F while in the program will be dropped from the MSW Program. Candidates who receive a grade of C in the Field and Integrative Seminar courses may continue only with permission of the faculty and may not offset the grade with a grade of A. (This policy does not apply to grades received for courses taken to meet the statistics prerequisite while in the program).

Assessments and Examinations

None.

Language Requirements

None.

REQUIRED COURSES

First-year MSW students complete generalist practice courses unless granted an exemption:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</tr>
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<tbody>
<tr>
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<td>Field Practice and Integrative Seminar I</td>
<td>4</td>
</tr>
<tr>
<td>SOC WORK 401</td>
<td>Field Practice and Integrative Seminar II</td>
<td>4</td>
</tr>
<tr>
<td>SOC WORK 441</td>
<td>Generalist Practice with Individuals, Families and Groups</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 442</td>
<td>Generalist Practice with Communities and Organizations</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 605</td>
<td>The Field of Social Work</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 606</td>
<td>Social Policy</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 612</td>
<td>Psychopathology in Generalist Social Work Practice</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 650</td>
<td>Methods of Social Work Research</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 710</td>
<td>Diversity, Oppression and Social Justice in Social Work</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 711</td>
<td>Human Behavior and the Environment</td>
<td>2</td>
</tr>
</tbody>
</table>

Generalist practice courses must be completed before beginning advanced practice courses.

Advanced Generalist Specialization

In a broad social justice framework, advanced practice (students continuing from the Generalist years) or advanced standing (students entering the Program with a recent BSW) MSW students complete an advanced generalist practice specialization. Students may choose one of five focus areas: (1) Aging; (2) Child, Youth, and Family Welfare; (3) Health; (4) Mental Health; and (5) Joint Aging & Health. Students complete an Advanced Practice class in a focus area, a Policies & Services class in a focus area, a sequence of Field Practice in a focus area, Advanced Macro Practice, and three “free electives” (except in the Joint Aging & Health focus area, where only two “free electives” are taken) chosen in consultation with an advisor. Students may also choose to complete their advanced generalist practice specialization with no focus area, and still complete Advanced Practice, Policies & Services, and Field Practice courses that are based within focus areas, in addition to Advanced Macro Practice and three “free electives” chosen in consultation with an advisor.

Aging Focus Area

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III (summer 2cr/fall 4cr)</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 821</td>
<td>Social Work Practice in Aging and Mental Health</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 875</td>
<td>Health, Aging, and Disability Policy and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Three free electives from the list below chosen in consultation with advisor.

1. Three free electives from the list below chosen in consultation with advisor.

2. Required Courses
These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Aging & Health Focus Area

(Available at Madison location only)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III (summer 2cr/fall 4cr)</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 821 &amp; SOC WORK 873</td>
<td>Social Work Practice in Aging and Mental Health and Social Work Practice in Health Care</td>
<td>4</td>
</tr>
<tr>
<td>SOC WORK 875</td>
<td>Health, Aging, and Disability Policy and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Two free electives from the list below chosen in consultation with advisor.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Mental Health Focus Area

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III (summer 2cr/fall 4cr)</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 835</td>
<td>Advanced Soc Work Practice in Mental Health</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 836</td>
<td>Mental Health Policies and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Three free electives from the list below chosen in consultation with advisor.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Child, Youth, and Family Welfare Focus Area

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III (summer 2cr/fall 4cr)</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>5</td>
</tr>
<tr>
<td>SOC WORK 741</td>
<td>Interventions with Children, Youth, and Families</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 920</td>
<td>Child, Youth, and Family Policies and Services</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Three free electives from the list below chosen in consultation with advisor. Students in the School Social Work or Child Welfare sub-focus areas must consult the Specialization Handbook for elective selections and work closely with the advisors.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### Health Focus Area

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III (summer 2cr/fall 4cr)</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>5</td>
</tr>
</tbody>
</table>

Three free electives from the list below chosen in consultation with advisor.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

### No Focus Area

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 741</td>
<td>Interventions with Children, Youth, and Families</td>
<td>2</td>
</tr>
<tr>
<td>or SOC WORK 821</td>
<td>Social Work Practice in Aging and Mental Health</td>
<td></td>
</tr>
<tr>
<td>or SOC WORK 835</td>
<td>Advanced Soc Work Practice in Mental Health</td>
<td></td>
</tr>
<tr>
<td>or SOC WORK 873</td>
<td>Social Work Practice in Health Care</td>
<td></td>
</tr>
<tr>
<td>SOC WORK 836</td>
<td>Mental Health Policies and Services</td>
<td>2</td>
</tr>
<tr>
<td>or SOC WORK 875</td>
<td>Health, Aging, and Disability Policy and Services</td>
<td></td>
</tr>
<tr>
<td>or SOC WORK 920</td>
<td>Child, Youth, and Family Policies and Services</td>
<td></td>
</tr>
<tr>
<td>SOC WORK 840</td>
<td>Advanced Macro Practice</td>
<td>2</td>
</tr>
</tbody>
</table>

Advanced Practice Field

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 800</td>
<td>Field Practice and Integrative Seminar III (summer 2cr/fall 4cr)</td>
<td>6</td>
</tr>
<tr>
<td>SOC WORK 801</td>
<td>Field Practice and Integrative Seminar IV</td>
<td>5</td>
</tr>
</tbody>
</table>

Three free electives from the list below chosen in consultation with advisor.

These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
Students may express a preference for an area of practice; however, students opting for no focus area will be placed in a field unit by the Assc Director of Field Education.

Free Electives
The Specialization Handbook (https://socwork.wisc.edu/students/resources/#part-time-msw-students) has suggested electives for focus areas and select sub-focuses. Not all electives are available in a given year or semester.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC WORK 644</td>
<td>Issues in Developmental Disabilities</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 646</td>
<td>Child Abuse and Neglect</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 656</td>
<td>Family Practice in Foster and Kinship Care</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 712</td>
<td>Psychopathology for Social Work Practice in Mental Health</td>
<td>3</td>
</tr>
<tr>
<td>SOC WORK 742</td>
<td>Assessing and Treating Children and Adolescents</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 815</td>
<td>Social Work Practice in Schools I</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 817</td>
<td>Social Work Practice in Schools II</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 825</td>
<td>Grief, Death, Loss and Life</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 842</td>
<td>Consultation and Supervision in Social Work</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 870</td>
<td>Cognitive and Behavioral Mental Health Treatments for Adults</td>
<td>2</td>
</tr>
<tr>
<td>SOC WORK 929</td>
<td>Social Work and Substance Use Disorders</td>
<td>2</td>
</tr>
</tbody>
</table>

**Policies**

**GRADUATE SCHOOL POLICIES**
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**
Graduate Work from Other Institutions
Graduate credits in equivalent generalist courses completed with a grade of B or better taken at CSWE-accredited MSW programs may be used to fulfill the Minimum Degree Credit Requirement. In general, coursework earned five or more years prior to admission to the MSW Program may not be used to satisfy degree credit requirements. Graduate credits from other MSW programs/institutions may not be used to fulfill the Minimum Residence Credit Requirement.

**UW–Madison Undergraduate**
MSW students who have received BSWs from CSWE accredited programs may count 7 credits of their undergraduate coursework in the BSW program. UW–Madison BSWs may count only those courses numbered 300 or above toward their minimum graduate degree credit requirement. Coursework earned five or more years prior to admission to the MSW program may not be used to satisfy credit requirements.

**UW–Madison University Special**
On a case-by-case basis Generalist Social Work courses numbered 300 or above taken as a UW–Madison Special student may be used to fulfill degree requirements. No more than 15 credits of generalist course may be used for this purpose.

**PROBATION**
In any given semester in which the GPA falls below 3.0 the Graduate School will place you on probation. The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

**Satisfactory Progress Criteria:**
Graduate students are required to maintain and graduate with a cumulative GPA of 3.00.

Grades of “C” are accepted only if offset by an equal number of credits of grades of A. Students who receive more than two grades of C or a grade of D or F will be dropped from the MSW Program. (This policy does not apply to grades received for courses taken to meet the Statistic prerequisite while in the program but will affect the GPA).

**ADVISOR / COMMITTEE**
All master’s candidates are assigned to the social work academic advisors.

**CREDITS PER TERM ALLOWED**
15 credits

**TIME CONSTRAINTS**
Students who withdraw from the Part-Time MSW Program without having completed at least 6 credits must reapply for admission to the Part-Time Program.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

**GRIEVANCES AND APPEALS**
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Title IV-E Public Child Welfare Traineeships (https://socwork.wisc.edu/programs/iveprogram/) are available to Full-Time and Part-Time MSW Program students.

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships, or other appointments that would result in a tuition waiver. Students are also not permitted to enroll in double or dual degree programs.

Students in this program are required to take their three “free electives” within the Part-Time MSW Program. Students are permitted to take additional elective courses in the School and throughout the UW with advisor consultation. Those courses will not count towards graduation requirements, but do count towards Satisfactory Progress criteria and GPA calculations.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Professors: Lawrence M. Berger, MSW, Ph.D.; Marah H. Curtis, MSW, Ph.D.; Katherine Magnuson, Ph.D.; Daniel R. Meyer, MSW, Ph.D.; Stephanie A. Robert, MSW, Ph.D. (School director); Tracy Schreepfer, MSW, Ph.D., Kristen Slack, A.M., Ph.D.

Associate Professors: Tally Moses, MSW, Ph.D.

Assistant Professors: Lauren Bishop, Ph.D.; Pajarita Charles, MPA, MSW, Ph.D.; Lara Gerassi, MSW, Ph.D.; Jooyoung Kong, MSW, Ph.D.; Jessica Pac, Ph.D.; Alejandra Ros Pilarz, Ph.D.; Tawanda Rowell-Cunsolo, Ph.D.; Tova Walsh, MSW, Ph.D.; Yang Sao Xiong, Ph.D.

Clinical Associate Professor: Audrey Conn, MSSW, APSW; Alice Egan, MSSW, APSW; Ellen Smith, MSSW; Angela Willits, MSW, LCSW

Clinical Assistant Professors: Laura Dresser, MSW, Ph.D.; Amanda Ngola, MSW, LCSW; Lynette Studer, MSSW, Ph.D.

A complete list of all faculty and staff in the school is available on the School of Social Work Directory (https://socwork.wisc.edu/directory/).

SOCIOMETRY

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

• Science and Technology Studies, Doctoral Minor (p. 1679)
• Sociology, Doctoral Minor (p. 1680)
• Sociology, M.S. (p. 1680)
• Sociology, Ph.D. (p. 1684)

SCIENCE AND TECHNOLOGY STUDIES, DOCTORAL MINOR

Science and technology studies integrates knowledge about science, technology, and medicine with society, culture, and the economy. This interdisciplinary field of study incorporates a broad base of scholarship to provide a nuanced picture of science and technology as human enterprises, situated in wider historical, social, and cultural contexts.

The science and technology studies (STS) program offers a doctoral minor.

The doctoral minor in STS is offered to graduate students who are candidates for a doctoral degree in another department or program. The STS doctoral minor provides graduate students with an integrated program of interdisciplinary training in science and technology studies. The minor is open to students in all campus departments, including the humanities, social sciences, natural sciences, and engineering. The program is oriented toward helping students use insights from STS in their research and teaching.

REQUIREMENTS

All graduate students who are interested in the doctoral minor in STS should consult as soon as possible with the director of the Holtz Center for Science and Technology Studies. Graduate students will work with the director to choose an adviser from the center’s affiliated faculty members. The advisor will assist in planning the student’s program of education.

Completion of the course requirements must be arranged in close consultation with the student’s Holtz Center affiliated advisor and assistant director.
SOCIOMETRY, DOCTORAL MINOR

Sociology involves the development and application of theoretical insights and empirical evidence regarding human behavior as social beings, focusing on how social life works, what causes social change, and why humans behave in the ways they do. The discipline explores social interactions and social processes at the individual, group, state, and global levels. The Department of Sociology trains doctoral students to become outstanding social scientists working in academia, government, the nonprofit sector, and private industry. Students develop a broad understanding of major theories, methodologies, and research findings in the sociological literature. Ph.D. students will advance the contributions of sociological study to society by conducting research that explores complex ideas, analyzes quantitative and qualitative data, and disseminates new knowledge. In so doing, they will contribute to the vast body of scholarship and applied work that leads to the improvement of society.

ADMISSIONS

For more information, contact: Charlotte Frascona, 8127 Social Science Building, 608-262-3805, frascona@ssc.wisc.edu.

REQUIREMENTS

An Option A minor in Sociology is composed of 9 credits of graduate-level coursework in either the Department of Sociology or the Department of Community & Environmental Sociology. The departments do not require students to take specific courses; instead, students are encouraged to meet with the sociology graduate program advisor to discuss their interests and goals and to find out which courses may be useful to them and when they are likely to be offered. Students may enroll in any graduate-only courses (i.e., those numbered 700–999) with the exception of SOC 700 Introductory Proseminar for Graduate Students and SOC 990 Thesis. They may also enroll in any of the advanced graduate-undergraduate courses (i.e., those numbered 300–699) that are either specifically designed for graduate students or assess graduate students separately from undergrads. Such courses carry this designation in the Course Guide and Class Search: Graduate 50%: Y.

PEOPLE

Faculty: Please visit the program website (https://sts.wisc.edu/members/member-infobios/) for a comprehensive list of participating faculty.

SOCIOMETRY, M.S.

The Department of Sociology and the Department of Community & Environmental Sociology conduct a combined graduate program in sociology designed to prepare students for scholarly research, teaching, or applied work. The program leads to the Master of Science degree in sociology and the Doctor of Philosophy degree in sociology. It also offers a minor to students earning a doctoral degree in other departments. All major areas of sociological inquiry are represented in the curriculum. The program consistently ranks at or near the top in studies of US doctoral programs.

Distinguished faculty, outstanding students who learn from and support each other, an increasingly multi-ethnic student body, a curriculum covering a broad spectrum of sociological interests, thriving research projects in many areas, and a stimulating campus environment make UW–Madison an excellent choice for students interested in sociology and/or community and environmental sociology.

Members of the departments also participate in a number of interdisciplinary programs. Faculty and students are involved with several research institutes, including the Applied Population Laboratory, the Center for Demography & Ecology, the Center for Demography of Health & Aging, the Center for Integrated Agricultural Systems, the Center on Wisconsin Strategy, the Holtz Center for Science & Technology Studies, the Institute for Research on Poverty, the Institute on Aging, the Nelson Institute for Environmental Studies, the Wisconsin Center for Education Research, and the University of Wisconsin Survey Center. Further information about faculty and areas of study is available on the department websites: Department of Sociology (http://www.ssc.wisc.edu/soc/) and Department of Community & Environmental Sociology (http://dces.wisc.edu/).

Degrees and Career Goals

The sociology graduate program admits students who intend to earn a Ph.D. Students complete a Master of Science degree on the way to the Ph.D. or receive a waiver of the program's Master's requirements based on having written a thesis and obtained a Master's degree previously. A
few students leave the program after completing the Master's degree and pursue careers in the public or private sectors. Of those who graduate with the Ph.D., a majority obtain university teaching and/or research positions; others take research and/or administrative positions in government organizations, nonprofit organizations, or private firms.

ADMISSIONS

This Master's program is offered for work leading to the Ph.D. Students may not apply directly for the Master's, and should instead see the admissions information for the Ph.D. (p. 1684).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum 30 credits

Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 700</td>
<td>Introductory Proseminar for Graduate Students</td>
<td>1</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 361</td>
<td>Statistics for Sociologists II</td>
<td>4</td>
</tr>
<tr>
<td>SOC 773</td>
<td>Intermediate Classical Theory</td>
<td>3</td>
</tr>
<tr>
<td>SOC 735</td>
<td>Ethnomethodology &amp; Conversation Analysis</td>
<td>3</td>
</tr>
<tr>
<td>SOC 750</td>
<td>Research Methods in Sociology</td>
<td></td>
</tr>
<tr>
<td>SOC 751</td>
<td>Survey Methods for Social Research</td>
<td></td>
</tr>
<tr>
<td>SOC 753</td>
<td>Comparative and Historical Methods in Sociology</td>
<td></td>
</tr>
<tr>
<td>SOC 754</td>
<td>Qualitative Research Methods in Sociology</td>
<td></td>
</tr>
<tr>
<td>SOC 756</td>
<td>Demographic Techniques II</td>
<td></td>
</tr>
</tbody>
</table>

Additional credits 9

Additional credits are selected from courses and seminars restricted to graduate students (typically these courses are numbered 700-984).
Center for Demography & Ecology and Center for Demography of Health & Aging-Affiliated Student Requirements

Those students affiliated with the multi-disciplinary Center for Demography & Ecology and Center for Demography of Health & Aging must complete these courses toward the Methods requirement:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 674</td>
<td>Demographic Techniques I</td>
<td>3</td>
</tr>
<tr>
<td>SOC 756</td>
<td>Demographic Techniques II</td>
<td>3</td>
</tr>
</tbody>
</table>

Each semester, throughout the graduate program, CDE/CDHA students must also enroll in:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC/C&amp;E SOC 995</td>
<td>Research: Methodology Trainees</td>
<td>1-3</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 997</td>
<td>Research: Demography and Ecology Trainees</td>
<td>1-3</td>
</tr>
</tbody>
</table>

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**MAJOR-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

Graduate Work from Other Institutions

With Program approval, students may count up to 14 credits of graduate coursework from other institutions toward the minimum 30-credit Master's degree requirement and the minimum 50% graduate coursework requirement. Coursework completed five or more years prior to admission to the Master's program may not be used to satisfy either of these requirements.

UW-Madison Undergraduate

With program approval, students may count up to 7 credits earned in an undergraduate degree program at UW-Madison toward the Master's degree requirements. If the courses are numbered 300–699, the credits may count toward the minimum 30-credit degree requirement. If the courses are numbered 700–999, the credits may also count toward the minimum 50% graduate coursework requirement. Coursework completed five or more years prior to admission to the Master's program may not be used to satisfy either of these requirements.

UW-Madison University Special

With program approval, students may count up to 15 credits taken as a Special Student toward the Master's degree requirements. If the courses are numbered 300–699, the credits may count toward the minimum 30-credit degree requirement. If the courses are numbered 700–999, the credits may also count toward the minimum 50% graduate coursework requirement. Coursework completed five or more years prior to admission to the Master's program may not be used to satisfy either of these requirements.

**PROBATION**

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or suspension from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, leave of absence, change of advisor or program, or dismissal).

**ADVISOR / COMMITTEE**

Each new graduate student is matched with a first-year faculty advisor who shares his or her research interests. The first-year advisor helps with the transition to graduate school, offers an introduction to department culture, provides a structured point of contact should questions or problems arise, and provides information and support as the student selects a permanent advisor and thesis director. Students are expected to have ongoing contact with their advisor. All students are required to submit a yearly progress report that is read and discussed by a committee of faculty during the annual review. In addition, all students are expected to create and regularly update an Individual Development Plan (IDP) and use it as the basis for conversations with their advisor about evolving goals, current strengths, and plans for mastery of new skills. A student's advisor serves as chair of the thesis committee, which is composed of three graduate faculty members in Sociology and/or Community & Environmental Sociology.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Students are expected to complete the Master's degree by the end of the summer after their third year in the program.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

The Department guarantees five continuous years of funding to all admitted students. Our graduate students receive support toward their studies through project assistantships, research assistantships, teaching assistantships, lectureships, traineeships, and fellowships (fellowship awards may come from either the University or external agencies). All types of funding paid out through the university provide a full tuition remission, a stipend, and subsidized health insurance for students.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES

The Sociology graduate program offers students an array of professional development opportunities.

SOC 700 Introductory Proseminar for Graduate Students provides an overview of the discipline and the graduate program and addresses such professional development issues as teaching strategies and grant proposal writing. The proseminar also explores topics like productive advisor-advisee relationships, working effectively as part of a research team, co-authoring, and other matters important to graduate school success.

SOC/C&E SOC 875 Special Topics (Topic: Professional Development) covers a broad spectrum of topics—e.g., networking and peer support; time management; IRB approval and considering ethics throughout the research process; writing, revising, and submitting papers to scholarly journals; writing for public audiences; doing outreach work; speaking at conferences; investigating careers within and outside academia; and learning how to mentor.

SOC 910 Teaching Sociology is a seminar focusing on course development, pedagogy, and evaluation.

SOC/C&E SOC 995 Research: Methodology Trainees, for students affiliated with the Center for Demography & Ecology and the Center for Demography of Health & Aging, covers essential professional development skills such as grant writing, data visualization, presentation design, publication writing, applying for academic and research jobs, and responsible conduct of research.

SOC/C&E SOC 997 Research: Demography and Ecology Trainees, for students affiliated with the Center for Demography & Ecology and the Center for Demography of Health & Aging, offers presentations of substantive work at the forefront of population sciences.

For students who are teaching for the first time, there is a weekly teaching workshop that focuses on issues typically of concern to new TAs—e.g., developing lesson plans, engaging students, facilitating discussions, and evaluating written work.

Students are encouraged to participate in “Working Groups” each semester. The departments offer nine of these training groups, each focusing on a different sociology subfield. The groups meet weekly and involve presentation and discussion of student and faculty work-in-progress as well as analysis of current developments and debates; often guest speakers from other universities join the conversation.

The departments host scholars from other institutions who speak at departmental colloquia as well as speakers from campus units such as the Havens-Wright Center for Social Justice and the Institute for Research on Poverty. Students are encouraged to attend these events. They are also advised to participate in the graduate program’s workshops on career exploration and creating a professional website. Students are invited to collaborate with faculty and staff serving on department committees, and they are encouraged to develop leadership skills by becoming involved in the Sociology Graduate Student Association.

The departments provide small grants that assist students with research expenses and support those who are traveling to present their work at professional conferences.

The Sociology Department website (https://sociology.wisc.edu/current-students-2/) includes several pages containing valuable resources for graduate students—e.g., Diversity & Inclusion Resources for the Classroom, Collected Wisdom, Academic Job Market, and Blogs on Academia.

All graduate students are expected to create an Individual Development Plan to help them define interests and values, evaluate skills, develop specific plans for meeting degree milestones and professional goals, and communicate effectively with their advisors.

LEARNING OUTCOMES

1. Demonstrate a broad understanding of major theories, methodologies, and research findings in the sociological literature. Develop critical thinking skills that empower them to analyze strengths and weaknesses in the existing literature, identify knowledge gaps, evaluate evidence, synthesize information, and form conclusions. Attain the skills necessary to conduct research with intellectual and ethical rigor, care, and creativity.

2. Complete an original research project in one of the subfields of sociology. In doing so, they will learn to formulate ideas and develop research questions, interpret and evaluate existing literature on the topic, design a feasible research project, use an appropriate methodology, analyze and interpret the resulting data, and consider avenues for future research. Write a thesis describing their research project and defend it during a comprehensive oral exam.

3. Develop an understanding of the field of sociology by participating in a required introductory proseminar as well as completing required
courses in sociological theory, research methods, and statistics along with elective courses in their area of interest. Demonstrate their understanding by working as teaching assistants, project assistants, research assistants, and trainees; by presenting work-in-progress at informal brownbag colloquia; by preparing and submitting manuscripts resulting from their research for publication in respected journals; and by submitting papers for presentation at professional conferences.

4. Retrieve, interpret, and evaluate social science literature and use it, along with their own understanding of relevant methodologies, to employ the most appropriate methods and practices in their own research.

5. Develop analytical thinking skills that enable them to evaluate information pertinent to their research questions. Develop the breadth of knowledge and experience that empowers them to synthesize disparate information and use the resulting synthesis to respond creatively to challenges in their field of study.

6. Communicate in a clear, organized, engaging manner, using language, methods, and critical tools appropriate to the social sciences. Learn to develop grant proposals; gather, manage, and analyze data; write a thesis that is thought-provoking, concise, and persuasive; present research informatively; listen with care and patience; and give and receive feedback orally and in writing.

7. Understand, recognize, and apply principles of ethical and professional conduct by developing effective relationships with faculty mentors, graduate student colleagues, and the undergraduate students whom they teach. Design research, collect and analyze data, and interpret and report results with honesty and scientific rigor.

PEOPLE

Faculty: Professors Schwartz (chair, Sociology), Bell (chair, Community & Environmental Sociology), Carlson, Curtis, Elwert, Emirbayer, Enstad, Ermakoff, Fletcher, Freeland, Friedland (affiliated), Fujimura, Gerber, Goldberg, Grodsky, Higgins (affiliated), Lim, Massoglia, Montgomery, Morales (affiliated), Nobles, O’Guinn (affiliated), Rogers (director, COWS), Seidman, Stoecker, Thornton (affiliated); Associate Professors Alatout, Christians (affiliated), Conti, Dykema (director, UWSC), Eason, Engelman, Feinstein, Grant (director, Graduate Studies), Halpern-Meekin (affiliated), Light, Posey-Maddox (affiliated), Shoemaker (affiliated), White; Assistant Professors Addo (affiliated), Baldrige (affiliated), Bea (affiliated), Besbris, Conwell, Garoon, Ifatunji (affiliated), Jensen, Leachman (affiliated), Meuris (affiliated), Oh, Rios, Simmons (affiliated), Trejo, Ward, Xiong (affiliated).

SOCIOLOGY, PH.D.

The Department of Sociology and the Department of Community & Environmental Sociology conduct a combined graduate program in sociology designed to prepare students for scholarly research, teaching, or applied work. The program leads to the Master of Science degree in sociology or the Doctor of Philosophy degree in sociology. It also offers a minor to students earning a doctoral degree in other departments. All major areas of sociological inquiry are represented in the curriculum. The program consistently ranks at or near the top in studies of US doctoral programs.

Distinguished faculty, outstanding students who learn from and support each other, an increasingly multi-ethnic student body, a curriculum covering a broad spectrum of sociological interests, thriving research projects in many areas, and a stimulating campus environment make UW–Madison an excellent choice for students interested in sociology and/or community and environmental sociology.

Members of the departments also participate in a number of interdisciplinary programs. Faculty and students are involved with several research institutes, including the Applied Population Laboratory, the Center for Demography & Ecology, the Center for Demography of Health & Aging, the Center for Integrated Agricultural Systems, the Center on Wisconsin Strategy, the Holtz Center for Science & Technology Studies, the Institute for Research on Poverty, the Institute on Aging, the Nelson Institute for Environmental Studies, the Wisconsin Center for Education Research, and the University of WisconsinSurvey Center. Further information about faculty and areas of study is available on the department websites: Department of Sociology (http://www.ssc.wisc.edu/soc/) and Department of Community & Environmental Sociology (http://dces.wisc.edu/).

DEGREES AND CAREER GOALS

The sociology graduate program admits students who intend to earn a Ph.D. Students complete a Master of Science degree on the way to the Ph.D. or receive a waiver of the program’s Master’s requirements based on having written a thesis and obtained a Master’s degree previously. A few students leave the program after completing the Master’s degree and pursue careers in the public or private sectors. Of those who graduate with the Ph.D., a majority obtain university teaching and/or research positions; others take research and/or administrative positions in government organizations, non-profit organizations, or private firms.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) and of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/english-proficiency">https://grad.wisc.edu/apply/requirements/english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>
The program receives a large number of applications each fall from highly qualified individuals, requiring the admissions committee to be extremely selective. The Departments of Sociology and Community & Environmental Sociology offer graduate study leading to the doctor of philosophy degree in sociology. The departments do not admit students to pursue Master's degrees only; however, students admitted to the doctoral program earn a Master of Science degree en route to the Ph.D. A cohort of approximately 20 students is ideal, in terms of providing mentoring and training to all admitted students as well as making financial support available to them. Total graduate enrollment in the program is roughly 140 students. An undergraduate major in sociology is not a prerequisite. The admissions committee conducts a holistic assessment of each applicant's qualifications. Faculty members look for academic excellence as indicated by undergraduate GPA and Graduate Record Exam (GRE) scores, a writing sample, and references, along with interest in and motivation for graduate study in sociology as indicated by the statement of purpose. (Note that a weakness in one indicator can be balanced by evidence of strong abilities in others.) In particular, committee members look for students with the ability or potential to define a research question succinctly and to use empirical evidence to address significant sociological issues. They also make an effort to identify individuals who demonstrate the potential for a creative approach to investigating empirical and conceptual social science issues.

To apply, please submit an online application, all transcripts, a statement of reasons for graduate study, writing sample, recommendations, and tests scores. GRE scores (general test only) are required of all applicants; international applicants are required to submit English Proficiency test scores—either TOEFL, MET, or IELTS—as well. The application deadline is December 15 for the subsequent academic year.

## FUNDING

### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

### PROGRAM RESOURCES

The departments guarantee five continuous years of funding to all incoming students. Sources of funding include teaching assistantships, project assistantships, research assistantships, traineeships, and fellowships. In addition, some admitted students arrive with outside awards such as National Science Foundation or Fulbright grants. International applicants admitted to the program must complete a financial statement that provides evidence of sufficient funds to support themselves for their first year and the intent for support to continue throughout the duration of study. Even though departmental funding is guaranteed, international students often must submit additional financial support documentation, demonstrating that they can cover the gap between the amount the departments provide and the amount the US State Department requires. Additional information about international student expenses can be found here (http://grad.wisc.edu/international/).

## REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

### MAJOR REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accelerated:</strong> Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td><strong>Evening/Weekend:</strong> Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td><strong>Hybrid:</strong> These programs combine face-to-face and online learning formats. Contact the program for more specific information.</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td><strong>Online:</strong> These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.25 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a BC or above in all required courses. Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>
Assessments and Examinations: Ph.D. students must pass two written preliminary exams in two different sociology subfields as well as an oral prelim. They then write a dissertation under the supervision of their major professor. After completing the dissertation, students take a final oral exam covering the dissertation and the general field of the major and minor studies.

Language Requirements: No language requirements.

Doctoral Minor/Breadth Requirements: All doctoral students are required to complete a minor.

### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC/C&amp;E SOC 361</td>
<td>Statistics for Sociologists II</td>
<td>4</td>
</tr>
<tr>
<td>SO5 362</td>
<td>Statistics for Sociologists III</td>
<td>4</td>
</tr>
<tr>
<td>SOC 700</td>
<td>Introductory Proseminar for Graduate Students</td>
<td>1</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 750</td>
<td>Research Methods in Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 773</td>
<td>Intermediate Classical Theory</td>
<td>3</td>
</tr>
<tr>
<td>Select four seminars in Sociology or Community &amp; Environmental Sociology ¹ ²</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. Additional courses required for students affiliated with the Center for Demography & Ecology or the Center for Demography of Health & Aging:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 674</td>
<td>Demographic Techniques I</td>
<td>3</td>
</tr>
<tr>
<td>SOC 756</td>
<td>Demographic Techniques II</td>
<td>3</td>
</tr>
<tr>
<td>Each semester, throughout the graduate program, CDE/CDHA students must also enroll in:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 995</td>
<td>Research: Methodology Trainees</td>
<td>1-3</td>
</tr>
<tr>
<td>SOC/C&amp;E SOC 997</td>
<td>Research: Demography and Ecology Trainees</td>
<td>1-3</td>
</tr>
</tbody>
</table>

¹. Those students affiliated with the multi-disciplinary Center for Demography & Ecology and Center for Demography of Health & Aging must include SOC/C&E SOC 971 (Topic: Seminar in Population & Society I) and SOC/C&E SOC 971 (Topic: Seminar in Population & Society II) in their seminar requirements.

². These courses may or may not contain the word “Seminar” in the title and are typically numbered between 900 and 979. Working group courses—i.e., those numbered between 980 and 995—don’t count toward the seminar requirement. Seminar courses in which a student earns an S (satisfactory) rather than a letter grade do not count toward the seminar requirement. Seminar courses in which a student earns an S (satisfactory) rather than a letter grade do count toward the seminar requirement. Seminar courses in which a student earns an S (satisfactory) rather than a letter grade do count toward the seminar requirement.

### MAJOR-SPECIFIC POLICIES

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students may count up to 19 credits of graduate coursework from other institutions toward the minimum 51-credit Ph.D. degree requirement and the minimum 50% graduate coursework requirement. Coursework completed ten or more years prior to admission to the doctoral program may not be used to satisfy either of these requirements.

**UW–Madison Undergraduate**

With program approval, students may count up to 7 credits earned in an undergraduate degree program at UW–Madison toward the Ph.D. degree requirements. If the courses are numbered 300–699, the credits may count toward the minimum 51-credit degree requirement. If the courses are numbered 700–999, the credits may also count toward the minimum 50% graduate coursework requirement. Coursework completed ten or more years prior to admission to the doctoral program may not be used to satisfy either of these requirements.

**UW–Madison University Special**

With program approval, students may count up to 15 credits taken as a Special Student toward the Ph.D. degree requirements. If the courses are numbered 300–699, the credits may count toward the minimum 51-credit degree requirement. If the courses are numbered 700–999, the credits may also count toward the minimum 50% graduate coursework requirement. Coursework completed ten or more years prior to admission to the doctoral program may not be used to satisfy either of these requirements.

### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

### ADVISOR / COMMITTEE

Students are expected to have ongoing contact with their faculty advisor. Dissertators who fail to confer with their advisor at least once each semester will not be allowed to register in the subsequent semester. All students are required to submit a yearly progress report that is read and discussed by a committee of faculty during the annual review. In addition, all students are expected to create and regularly update an Individual Development Plan (IDP) and use it as the basis for conversations with their advisor about evolving goals, current strengths, and plans for mastery of new skills. A student’s advisor serves as chair of the dissertation committee, which must have at least five members, all of whom read and evaluate the dissertation prior to the student’s final oral exam. Committees are composed of three graduate faculty in Sociology and/or Community & Environmental Sociology, one graduate...
faculty member from outside these two departments, and a fifth person who may be any individual deemed qualified by the program's executive committee.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Doctoral students are expected to pass both written preliminary exams and the oral preliminary exam, thereby attaining dissertator status, by the summer after their eighth semester in the graduate program. They then must complete the Ph.D. within five years of attaining dissertator status.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

For students in the College of Agricultural & Life Sciences:

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.
2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.
3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.
4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a...
written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

For students in the College of Letters & Science:
Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
The department guarantees five continuous years of funding to all admitted students. Our graduate students receive support toward their studies through project assistantships, research assistantships, teaching assistantships, lectureships, traineeships, and fellowships (fellowship awards may come from either the university or external agencies). All types of funding payrolled through the university provide a full tuition remission, a stipend, and subsidized health insurance for students.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
The Sociology graduate program offers students an array of professional development opportunities.

SOC 700 Introductory Proseminar for Graduate Students provides an overview of the discipline and the graduate program and addresses such professional development issues as teaching strategies and grant proposal writing. The proseminar also explores topics like productive advisor-advisee relationships, working effectively as part of a research team, co-authoring, and other matters important to graduate school success.

SOC/C&E SOC 875 Special Topics (Topic: Professional Development) covers a broad spectrum of topics—e.g., networking and peer support; time management; IRB approval and considering ethics throughout the research process; writing, revising, and submitting papers to scholarly journals; writing for public audiences; doing outreach work; speaking at conferences; investigating careers within and outside academia; and learning how to mentor.

SOC 910 Teaching Sociology is a seminar focusing on course development, pedagogy, and evaluation.

SOC/C&E SOC 995 Research: Methodology Trainees, for students affiliated with the Center for Demography & Ecology and the Center for Demography of Health & Aging, covers essential professional development skills such as grant writing, data visualization, presentation design, publication writing, applying for academic and research jobs, and responsible conduct of research.

SOC/C&E SOC 997 Research: Demography and Ecology Trainees, for students affiliated with the Center for Demography & Ecology and the Center for Demography of Health & Aging, offers presentations of substantive work at the forefront of population sciences.

For students who are teaching for the first time, there is a weekly teaching workshop that focuses on issues typically of concern to new TAs—e.g., developing lesson plans, engaging students, facilitating discussions, and evaluating written work.

Students are encouraged to participate in “Working Groups” each semester. The departments offer nine of these training groups, each focusing on a different sociology subfield. The groups meet weekly and involve presentation and discussion of student and faculty work-in-progress as well as analysis of current developments and debates; often guest speakers from other universities join the conversation.

The departments host scholars from other institutions who speak at departmental colloquia as well as speakers from campus units such as the Havens-Wright Center for Social Justice and the Institute for Research on Poverty. Students are encouraged to attend these events. They are also advised to participate in the graduate program’s workshops on career exploration and creating a professional website. Students are invited to collaborate with faculty and staff serving on department committees, and they are encouraged to develop leadership skills by becoming involved in the Sociology Graduate Student Association.

The departments provide small grants that assist students with research expenses and support those who are traveling to present their work at professional conferences.

The Sociology Department website (https://sociology.wisc.edu/current-students-2/) includes several pages containing valuable resources for graduate students—e.g., Diversity & Inclusion Resources for the Classroom, Collected Wisdom, Academic Job Market, and Blogs on Academia.

All graduate students are expected to create an Individual Development Plan to help them define interests and values, evaluate skills, develop specific plans for meeting degree milestones and professional goals, and communicate effectively with their advisors.

LEARNING OUTCOMES

1. Demonstrate a broad understanding of major theories, methodologies, and research findings in the sociological literature. Develop critical thinking skills that empower them to analyze strengths and weaknesses in the existing literature, identify knowledge gaps, evaluate evidence, synthesize information, and form conclusions. Attain the skills necessary to teach and conduct research with intellectual and ethical rigor, care, and creativity.

2. Create individualized programs to suit their specific interests and goals. Formulate ideas and develop research questions, design feasible research projects, use appropriate methodologies, analyze and interpret the resulting data, and identify avenues for further exploration. Their original research will expand the current boundaries of knowledge in the field.

3. Write seminar papers and conduct dissertation research, prepare and submit manuscripts resulting from their research for publication in respected journals, and submit papers for presentation at professional conferences. Their independent research will contribute substantively to scholarship in the field.

4. Demonstrate breadth within their learning experience by taking at least four seminars, completing a minor area of study, and passing written preliminary exams in two different subfields. In addition, because our program emphasizes collective responsibility for training, students will be supervised and mentored by several faculty members with a range of expertise. They will also learn to mentor others.
5. Advance the contributions of sociological study to society by conducting research that explores complex ideas, analyzes quantitative and qualitative data, and disseminates new knowledge. Contribute to the vast body of scholarship and applied work that leads to the improvement of society. Share theory, methodology, and the results of research with the undergraduate students whom they teach and thereby foster an understanding of how social life works, what causes social change, and why humans behave in the ways they do.

6. Communicate complex ideas in a clear, organized, engaging manner to diverse audiences. Craft effective grant proposals; gather, manage, and analyze data; write papers that are thought-provoking, concise, and persuasive; present research informatively; listen with care and patience; and give and receive feedback orally and in writing.

7. Foster ethical and professional conduct by demonstrating respect for and having positive interactions with faculty members and staff, graduate student colleagues, and undergraduate students. Foster such conduct by the scientific rigor and honesty with which they design research, collect and analyze data, and interpret and report results.

8. (Career Preparation) Prepare for a range of sustainable careers in academia as well as government, private industry, and the nonprofit sector. Develop flexibility, leadership, and broadly applicable skills in critical thinking, problem solving, project management, collaboration, and communication.

**SOIL SCIENCE**

**DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/proFESSIONAL CERTIFICATES**

- Environmental Remediation and Management, M.S. (p. 1690)
- Soil Science, Doctoral Minor (p. 1694)
- Soil Science, M.S. (p. 1695)
- Soil Science, Ph.D. (p. 1700)

**PEOPLE**

**FACULTY**

Assistant Professor Francisco Arriaga

Associate Professor Nicholas Balster

Professor Joel Pedersen

Professor Carrie Laboski

Assistant Professor Matthew Ruark
Soil Fertility and Nutrient Management: Soil fertility and management of grain biofuel, and vegetable crops; cover crop management; agricultural production and water quality; sustainability of dairy cropping systems; soil organic matter management.

Professor Douglas Soldat

Turfgrass and Urban Soils—Turfgrass, urban soils, nutrient management, water resources, soil testing, landscape irrigation; soil contamination.

Professor Stephen Ventura

Geographic Information Systems (Joint with Nelson Institute for Environmental Studies): Geographic information systems (GIS), biofuels and production on marginal lands, public participation GIS, urban agriculture, land-scape process modeling, soil survey and soil information systems, land and resource tenure, GIS and land use planning.

Assistant Professor Thea Whitman

Soil Ecology, Microbiology, and Biogeochemistry: Soil microbial ecology; organic matter decomposition and carbon stabilization; global environmental change; stable isotopes; linking functional significance of microbial communities with ecosystem processes; fire effects on soil carbon and microbes; management and policy.

ENVIRONMENTAL REMEDIATION AND MANAGEMENT, M.S.

The UW—Madison Department of Soil Science is one of the most prominent soil science departments in the United States. It is globally renowned for its excellence in research and education. The department implements the Wisconsin Idea to the extended community and provides all generations with an appreciation of the soil environment as a vital resource and understanding of the scientific basis of the environment.

The Environmental Remediation & Management program provides the skills to understand and help solve environmental contamination problems. These solutions improve environmental and community health, facilitate sustainable growth, and revitalize urban centers. With courses designed in cooperation with industry experts, your in-depth knowledge related to soil and groundwater will be complemented by effective written and oral communication skills as well as personnel and project management training. In just one year of study, you will gain the foundation and knowledge to bring positive change and begin your career to project management and business development-level positions within the field of soil and environmental remediation.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet** the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 221</td>
<td>Calculus and Analytic Geometry I</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 103</td>
<td>General Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 104</td>
<td>General Chemistry II</td>
<td>5</td>
</tr>
</tbody>
</table>

Although applications for the MS in Environmental Remediation and Management will be accepted on a rolling basis, applications received by the Fall deadline each year will be given preference for admissions purposes and tuition assistance. Applications are submitted online (https://apply.grad.wisc.edu/) through the UW-Madison Graduate School. Applicants will need to create a username and password to access the application system. For current or former UW students, this will be a new account that does not use your NetID. When applying for our MS program select the fall term for the calendar year you are applying for, and then choose Environmental Remediation and Management in the drop-down tab. Prospective students who apply by the Fall deadline will be informed of their admissions status by late June.

A foundation in the basic sciences is necessary and the program requires all students to have successfully completed the pre-requisite or equivalent coursework listed below. Admissions with deficiencies is possible, but is likely to delay completion of graduate studies.

Applicants must have received a bachelor's degree from an accredited four-year institution with an undergraduate GPA of 3.0 or higher. Applicants with GPAs below 3.0 may be considered for admission under special circumstances, and they must provide GRE scores. For those who have GPAs at 3.0 or above, GRE scores are not required for admission to the MS in Environmental Remediation and Management.

Candidates with diverse professional and academic backgrounds are encouraged to apply. Admissions decisions will be based on the entirety
of each applicant’s credentials. Complete applications will include all items below.

1. Reasons for graduate study/statement of interest in this program or field
2. Two letters of professional recommendation; one letter from a faculty member and one letter from a university advisor from the undergraduate institution are preferred. For applicants with relevant work experience, a letter from current or former employer is recommended. Although the online UW-Madison application gives you the option of adding three references, only two references are required for this program.
3. One copy of undergraduate transcripts submitted electronically in the application
4. Professional credentials/resume
5. GRE scores (dependent on undergraduate GPA)

For foreign students, TOEFL or IELTS scores are also needed. The minimum TOEFL score required is 92 for the internet-based test (iBT) and 580 for the paper-based test (PBT). The minimum IELTS score required is 7.0. Applicants with language scores below these requirements may be considered for program admission under special circumstances. The UW-Madison Graduate School also requires proof of sufficient tuition funds for foreign applicants accepted into the program.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Students in this program are not eligible for teaching assistant, research assistant, or project assistant positions as this is an accelerated coursework-only degree.

Scholarship opportunities may be available to qualified applicants. Contact the Graduate Coordinator for further details.

**FEDERAL LOANS**

Students who are U.S. citizens or permanent residents may be eligible to receive some level of funding through the federal direct loan program. These loans are available to qualified graduate students who are taking at least 4 credits during the fall and spring semesters, and 2 credits during summer. Private loans are also available. Learn more about financial aid at their website ([https://financialaid.wisc.edu/](https://financialaid.wisc.edu/)).

International student services funding and scholarships

For information on International Student Funding and Scholarships visit the ISS website ([https://iss.wisc.edu/students/new-students/funding-scholarships/](https://iss.wisc.edu/students/new-students/funding-scholarships/)).

Scholarship opportunities may be available to qualified applicants. Contact the Graduate Coordinator for further details.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Evening/Weekend</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Online</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>The Graduate School requires that students maintain a graduate grade-point average (GPA) of 3.00 (on a 4.00 scale) for all graduate courses (excluding research). Grades of Incomplete are considered to be unsatisfactory if they are not removed during the next enrolled semester.</td>
</tr>
</tbody>
</table>

Assessments and Examinations

No formal examination is required.
REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FALL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOIL SCI 430</td>
<td>Environmental Soil Contamination</td>
<td>3</td>
</tr>
<tr>
<td>SOIL SCI 730</td>
<td>Colloquium: Environmental Remediation and Management</td>
<td>1</td>
</tr>
<tr>
<td>GEOSCI/G LE 627</td>
<td>Hydrogeology</td>
<td>3</td>
</tr>
<tr>
<td>E P D 702</td>
<td>Professional Presentations</td>
<td>1</td>
</tr>
<tr>
<td>LSC 560</td>
<td>Scientific Writing</td>
<td>3</td>
</tr>
<tr>
<td>SPRING</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOIL SCI 330</td>
<td>Hazardous Waste Operations and Emergency Response (HAZWOPER) and Field Safety Training</td>
<td>1</td>
</tr>
<tr>
<td>SOIL SCI/ENVIR ST 575</td>
<td>Assessment of Environmental Impact</td>
<td>3</td>
</tr>
<tr>
<td>SOIL SCI/CIV ENGR/M&amp;ENVTOX 631</td>
<td>Toxicants in the Environment: Sources, Distribution, Fate, &amp; Effects</td>
<td>3</td>
</tr>
<tr>
<td>SOIL SCI 730</td>
<td>Colloquium: Environmental Remediation and Management</td>
<td>1</td>
</tr>
<tr>
<td>CIV ENGR/G LE 635</td>
<td>Remediation Geotechnics</td>
<td>3</td>
</tr>
<tr>
<td>LSC 625</td>
<td>Risk Communication</td>
<td>3</td>
</tr>
<tr>
<td>SUMMER</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOIL SCI 630</td>
<td>Field Methods for Environmental Characterization, Analysis, and Monitoring</td>
<td>2</td>
</tr>
<tr>
<td>SOIL SCI 730</td>
<td>Colloquium: Environmental Remediation and Management</td>
<td>1</td>
</tr>
<tr>
<td>E P D/ACCT I S/GEN BUS 781</td>
<td>Financial and Business Acumen</td>
<td>1</td>
</tr>
<tr>
<td>E P D/GEN BUS/OTM 784</td>
<td>Project Management Essentials</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td></td>
<td><strong>30</strong></td>
</tr>
</tbody>
</table>

POLICIES

GRADUATE SCHOOL POLICIES
The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
Students will not be permitted to use credits from previously earned graduate coursework.

UW–Madison Undergraduates
With program approval, up to 6 credits of coursework listed in the required courses grid may be counted toward the course requirements. No credits may be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, and payment of the difference in tuition, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement and the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

PROBATION
The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above). This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full time enrollment (or 12 credits of enrollment if enrolled part-time), this will be deemed unsatisfactory progress and the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR
Every student in the program will be required to have an advisor. Program staff will work with the student to identify an advisor during the fall semester. Once an advisor has been identified, the student is expected to maintain communication with their advisor to ensure they are making satisfactory progress toward their degree.

CREDITS PER TERM ALLOWED
Students will follow the prescribed course sequence.

TIME CONSTRAINTS
Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department’s grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person’s name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgment as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Identify the nature, source, and mobility of environmental contaminants.
2. Demonstrate understanding of the regulatory requirements pertinent
to the assessment, investigation and remediation of environmental
contamination.
3. Create reports for the assessment, investigation, and closure of
environmentally contaminated sites.
4. Collect environmental soil and groundwater samples, prepare
samples for analysis, and interpret analytical data.
5. Assess contaminated soil and groundwater remediation strategies.
6. Communicate project information to technical and non-technical
stakeholders.
7. Manage projects in environmental assessment, investigation, and
remediation.

PEOPLE

Alfred Hartemink
Professor and Chair, Department of Soil Science

Edward Boswell
Faculty Associate and Program Manager, Department of Soil Science

Joel Pedersen
Professor, Department of Soil Science

Troy Runge
Professor and Chair, Department of Biological Systems Engineering

Dominique Brossard
Professor and Chair, Department of Life Sciences Communications

Michael Cardiff
Associate Professor, Department of Geoscience

SOIL SCIENCE, DOCTORAL MINOR

REQUIREMENTS

A doctoral minor in soil science shall consist of a minimum of 9 credits
in the Department of Soil Science. At least 5 of the 9 credits must be
from courses numbered 500 or higher. One credit SOIL SCI 728 Graduate
Seminar of may be applied toward the 9-credit minimum.

PEOPLE

FACULTY

Associate Professor Francisco Arriaga

Applied Soil Physics, Soil and Water Management and
Conservation: Conservation agriculture systems; development
of conservation tillage practices that enhance soil quality, soil
hydraulic properties, and plant water use through the adoption
of cover crops and non-inversion tillage for traditional cropping
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Soil Ecology, Plant Physiological Ecology, and Education: Energy
and material cycling in natural and anthropogenic soils including
forests, grasslands, and urban ecosystems; stable isotope ecology;
environmental education; nutrition management of nursery soils;
tree physiology, production and response; ecosystem response to
global change; urban ecosystem processes; invasive plant ecology;
biodiversity.

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recovery from wastewater; molecular visualization of soil minerals
and molecules; soil acidification.

Professor William Bleam

Surface and Colloid Chemistry: Physical chemistry of soil
 colloids and sorption processes, chemistry of humic substances,
factors controlling biological availability of contaminants to
microorganisms, magnetic resonance and synchrotron studies of
adsorption and precipitation.

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Soil microbiology, ecology and sustainability: Effects of environmental
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mapping; tropical soils; history and philosophy of soil science.

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sustainability of dairy cropping systems; soil organic matter
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The UW–Madison Department of Soil Science is one of the oldest, largest, and most prominent soil science departments in the United States. It is globally renowned for its excellence in soil research and education. The department’s mission is to provide instruction, research, and extension leadership in soil chemistry, physics, biology, and pedology to economic and sustainable land use. Programs are designed to improve basic understanding and practical management of soil resources in natural, agricultural, and urban ecosystems, and to serve local, state, national, and global interests. The department implements the Wisconsin Idea to the extended community and provides all generations with an appreciation of soil as a key natural resource and thorough understanding of the scientific basis of the environment and agriculture.

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The number of graduate students enrolled in the program over the past 10 years has averaged 20 per year, with about half pursuing master’s degrees and half pursuing doctorates. International students generally comprise about 30% of the total. Department faculty also direct additional graduate students in multidisciplinary research in soils-related programs.

**FACULTY RESEARCH**

Research in the department focuses on an improved understanding of the soil, as well as on interactions between soil and the people of Wisconsin. The faculty have extensive and long-term experience and knowledge about the soils of Wisconsin, their genesis, properties and management. The department has an exciting suite of research activities ranging from the molecular level to the global. Research focuses on topical themes like climate change and soil changes to land use effects of biofuel production to DNA fingerprinting of soil life.

Many field-research projects on soil and water problems are conducted in cooperation with state and federal agencies, agribusinesses, municipalities, and private farmers. The department cooperates closely with the Wisconsin Geological and Natural History Survey, Molecular and Environmental Toxicology Center, and the USDA Natural Resource Conservation Service in conducting soil surveys and addressing problems of groundwater shortages and contamination. Relationships between soils and forests are studied at tree nurseries and in state, private, and commercial forests throughout the state in cooperation with the Wisconsin Department of Natural Resources and the pulp and paper industry.

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Our faculty are heavily involved in cooperative interdisciplinary research undertakings with scientists and organizations within and beyond the university, such as UW–Madison’s Gaylord Nelson Institute for Environmental Studies, Molecular and Environmental Toxicology Center, Environmental Chemistry and Technology Program, and other science departments, state agencies, environmental consulting and service companies, agribusinesses, and trade organizations.

**RESEARCH FACILITIES**

Research in the department can be conducted in the field, in the laboratory, and behind the desktop, but is commonly conducted in a combination. The department is equipped with all necessary laboratory, computing, and field facilities for graduate training and research. State-of-the-art scientific instrumentation includes soil moisture tension apparatus; flame-emission and atomic-absorption spectrophotometers and gamma-ray spectrometers; neutron activation analysis equipment; an inductively coupled plasma (ICP)-emission spectrometer and an
ICP-mass spectrometer; thin-layer; high-performance liquid, gas, and ion chromatographs; low-mass isotope ratio mass spectrometer; micro-respirometers; micro-tier-plate counters; infrared and ultraviolet spectrophotometers; phase-contrast, polarizing and epifluorescence microscopy and photomicrography equipment; eddy correlation systems for heat, moisture, and CO2 fluxes; ground-penetrating radar; high-resolution digital imaging; dynamic light scattering and particle electrophoresis equipment; flow field flow fractionation; and accelerated solvent extractor. Field equipment includes a truck-mounted hydraulic soil probe with well-drilling capabilities; a plot-field harvest combine; various production field equipment (planters, tillage equipment, rainfall simulator); differential-global position system; and particle counter.

Excellent data-collection, data logging, computing, and networking facilities are available for basic research and graduate training. In addition to computing facilities maintained by individual researchers for their students, the department makes available to its graduate students a computer graphics facility for the production of sophisticated graphic output.

Specialized facilities are available for research in molecular biology, modern environmental microbiology, in vitro toxicology and bioassays, and contaminated-site remediation. Soils graduate students and faculty have shared access to major advanced physicochemical, x-ray, and electron microscopy analytical equipment through the Materials Science Center, National Magnetic Resonance Facility at Madison, National Synchrotron Light Source at Brookhaven National Laboratories, and other UW–Madison science and engineering departments. Facilities, vehicles, machinery, and instrumentation are available for conducting field experiments at ten strategically located UW Agricultural Research Stations and the O.J. Noer Turfgrass Research and Education Facility. Fieldwork for agricultural production and environmental protection is supported by daily information from the CALS agricultural weather-station network as well as soils, crops, land-use, and natural resources analysis using land information systems and geographic information systems.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>July 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>May 1</td>
</tr>
<tr>
<td>GRE (Graduate Record</td>
<td>Required.</td>
</tr>
<tr>
<td>Examinations)</td>
<td></td>
</tr>
</tbody>
</table>

**English Proficiency Test**

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements ([https://grad.wisc.edu/apply/requirements/#english-proficiency](https://grad.wisc.edu/apply/requirements/#english-proficiency)).

| Other Test(s) (e.g., GMAT, MCAT) | n/a       |
| Letters of Recommendation Required | 3        |

A foundation in the basic sciences is essential for graduate study in soil science. The program requires all students to have successfully completed the pre-requisite or equivalent coursework listed below. Admission with deficiencies is possible but is likely to delay completion of graduate studies.

**PRE-REQUISITE COURSEWORK**

The following courses are generally completed in an undergraduate program; however, if these requirements have not been met, they will need to be satisfied during the M.S. program.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 221</td>
<td>Calculus and Analytic Geometry 1</td>
<td>4-5</td>
</tr>
<tr>
<td>or MATH 222</td>
<td>Calculus and Analytic Geometry 2</td>
<td></td>
</tr>
<tr>
<td>STAT 301</td>
<td>Introduction to Statistical Methods</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 109</td>
<td>Advanced General Chemistry and Fundamentals of Analytical Science</td>
<td>9</td>
</tr>
<tr>
<td>&amp; CHEM 327</td>
<td></td>
<td></td>
</tr>
<tr>
<td>or CHEM 103/104</td>
<td>General Chemistry I</td>
<td></td>
</tr>
<tr>
<td>PHYSICS 103</td>
<td>General Physics</td>
<td>4</td>
</tr>
<tr>
<td>BIOLOGY/BOTANY/ ZOOLOGY 151</td>
<td>Introductory Biology</td>
<td>3</td>
</tr>
<tr>
<td>or BOTANY/ BIOLOGY/ ZOOLOGY 152</td>
<td></td>
<td></td>
</tr>
<tr>
<td>or BOTANY 500</td>
<td>Plant Physiology</td>
<td></td>
</tr>
<tr>
<td>or BOTANY/ F&amp;W ECOL/ ZOOLOGY 460</td>
<td>General Ecology</td>
<td></td>
</tr>
<tr>
<td>or BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
<td></td>
</tr>
<tr>
<td>or BIOCHEM 507</td>
<td>General Biochemistry I</td>
<td></td>
</tr>
</tbody>
</table>

**APPLICATION MATERIALS**

The following materials must be submitted when applying to the program: an online application, official transcripts, Graduate Record Exam (GRE) scores, and three references. TOEFL scores are required for applicants whose native language is not English. Because graduate requirements presuppose extensive science coursework, continuing undergraduate students are encouraged to select undergraduate courses carefully if they are considering advanced degrees in soil science.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further
funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Financial support is usually available to qualified students in the form of research assistantships, mostly funded from research grants; final decision for granting a research assistantship rests with the professor(s) supervising the research. Any assistantship for at least one-third time qualifies a student for remission of tuition (though students may be responsible for other administrative fees). The department does not offer teaching assistantships. A number of Graduate School fellowships are available to new students with outstanding records. The deadline for application for these competitive fellowships is early January of each year. The department selects the most qualified applicants and forwards their dossiers to a campus-wide selection committee.

Support for graduate assistantships is available through two Wisconsin Distinguished Fellowships (the W.R. Kussow/Wisconsin Turfgrass Association and the Leo M. Walsh/Wisconsin Fertilizer and Chemical Association), the C.B. Tanner Agricultural Physics Award Fund, and the Charles and Alice Ream Soil and Water Protection Research Fund. In addition, there are two awards given annually to outstanding incoming graduate students, the O.N. Allen Graduate Fellowship for Agriculture and the Kelling Soil Fertility Award.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**MAJOR REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

- **Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

- **Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

- **Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

- **Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

- **Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

**Requirements Detail**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td></td>
</tr>
</tbody>
</table>

**Assessments and Examinations**

- Students are expected to present a written research plan to their committee no later than the end of the third semester of M.S. graduate work.

- Candidates must present an open seminar on their M.S. thesis research, and pass a comprehensive examination (either oral, or an oral–written combination if requested by the candidate) on the graduate work offered in support of their candidacy.

- Deposit of the master's thesis is required.

**REQUIRED COURSES**

**Soil Physics**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOIL SCI 322</td>
<td>Physical Principles of Soil and Water Management</td>
<td>3</td>
</tr>
<tr>
<td>SOIL SCI/AGRONOMY/ATM OCN 532</td>
<td>Environmental Biophysics</td>
<td>3</td>
</tr>
<tr>
<td>SOIL SCI 622</td>
<td>Soil Physics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Soil Chemistry**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOIL SCI 321</td>
<td>Soils and Environmental Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>SOIL SCI 621</td>
<td>Soil Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>SOIL SCI/BOTANY/HORT 626</td>
<td>Mineral Nutrition of Plants</td>
<td>3</td>
</tr>
</tbody>
</table>

**Soil Biology**
The master's examination committee consists of at least three faculty members of defensible breadth, a minimum of two drawn from the soil science faculty. Defensible breadth shall be subject to certification committee approval. The third member of the committee must have a degree equivalent to that pursued by the student and be approved by the certification committee.

A proposed program for a M.S. candidate satisfying the minimum course requirements must be approved by the certification committee by the end of the first semester of M.S. graduate work. It is the responsibility of the student and the major professor to complete the departmental M.S. certification forms, arrange to be certified by the certification committee, and arrange for approval of revisions in the initial program if this becomes necessary.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Students enrolled full time are expected to complete their degree requirements within two to three years.

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements. Students may petition the department for an appeal of the five year limit on a case-by-case basis.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.

c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.

d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER

Financial support is available to qualified M.S. and Ph.D. students in the form of research assistantships. Most assistantships are funded through research grants, and the final decision rests with the professor(s) supervising the research. A research assistantship for at least one-third time qualifies a student for remission of all tuition. The department offers a limited number of teaching assistantships. Graduate School fellowships are also available.
and support your goals. Since our alumni thrive not only in academia but also in industry, corporate, government, and non-profit arenas, we strive to be in-tune, holistic, and innovative in our approach to meeting the diverse professional development needs of our students. By actively participating in these professional development opportunities, you will build the skills needed to succeed academically at UW–Madison and to thrive professionally in your chosen career.

LEARNING OUTCOMES

1. Articulates, critiques, and elaborates theories, research methods, and approaches in soil science.
2. Identifies sources and assembles evidence addressing questions or challenges in soil science.
3. Understands the field of soil science in historical, social, and global contexts.
4. Selects and/or utilizes the appropriate methodologies and practices for soil science research.
5. Evaluates or synthesizes information addressing research questions.
6. Communicates clearly in oral and written forms.
7. Recognizes and applies principles of ethical and professional conduct.

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Professor Douglas Soldat

Turfgrass and Urban Soils—Turfgrass, urban soils, nutrient management, water resources, soil testing, landscape irrigation; soil contamination.

Assistant Professor Thea Whitman

Soil Ecology, Microbiology, and Biogeochemistry: Soil microbial ecology; organic matter decomposition and carbon stabilization; global environmental change; stable isotopes; linking functional significance of microbial communities with ecosystem processes; fire effects on soil carbon and microbes; management and policy.

SOIL SCIENCE, PH.D.

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Through a long commitment of our staff to international agriculture, the department has assisted in the creation of agricultural colleges in several developing countries and has attracted outstanding international graduate students. Current research involvement includes Brazil, Chile, China, Trinidad-Tobago, Spain, Australia, Argentina, and Antarctica.

Many department faculty have been recognized nationally and globally for their contributions to soil science. Three of only four soil scientists appointed to the National Academy of Sciences are from the UW–Madison Department of Soil Science. Several faculty members have received local and national academic, professional-society, trade-association, and industrial prizes and awards for teaching, research, and extension education and serve on important state, national, and international committees. Many faculty members have been recognized for their contributions by election to honorary fellowship in the Soil Science Society of America, the American Society of Agronomy, and allied professional societies.

Our faculty are heavily involved in cooperative interdisciplinary research undertakings with scientists and organizations within and beyond the university, such as UW–Madison’s Gaylord Nelson Institute for Environmental Studies, Molecular and Environmental Toxicology Center, Environmental Chemistry and Technology Program, and other science departments, state agencies, environmental consulting and service companies, agribusinesses, and trade organizations.

**RESEARCH FACILITIES**

Research in the department can be conducted in the field, in the laboratory, and behind the desktop, but is commonly conducted in a combination. The department is equipped with all necessary laboratory, computing, and field facilities for graduate training and research. State-of-the-art scientific instrumentation includes soil moisture tension apparatus; flame-emission and atomic-absorption spectrophotometers and gamma-ray spectrometers; neutron activation analysis equipment; an inductively coupled plasma (ICP) emission spectrometer and an ICP-mass spectrometer; thin-layer, high-performance liquid, gas, and ion chromatographs; low-mass isotope ratio mass spectrometer; micro-respirometers; micro-titer-plate counters; infrared and ultraviolet spectrophotometers; phase-contrast, polarizing and epifluorescence microscopy and photomicrography equipment; eddy correlation systems for heat, moisture, and CO2 fluxes; ground-penetrating radar; high-resolution digital imaging; dynamic light scattering and particle electrophoresis equipment; flow field flow fractionation; and accelerated solvent extractor. Field equipment includes a truck-mounted hydraulic soil probe with well-drilling capabilities; a plot-field harvest combine; various production field equipment (planters, tillage equipment, rainfall simulator); differential-global position system; and particle counter.

Excellent data-collection, data logging, computing, and networking facilities are available for basic research and graduate training. In addition to computing facilities maintained by individual researchers for their students, the department makes available to its graduate students...
a computer graphics facility for the production of sophisticated graphic output.

Specialized facilities are available for research in molecular biology, modern environmental microbiology, in vitro toxicology and bioassays, and contaminated-site remediation. Soils graduate students and faculty have shared access to major advanced physicochemical, x-ray, and electron microscopy analytical equipment through the Materials Science Center, National Magnetic Resonance Facility at Madison, National Synchrotron Light Source at Brookhaven National Laboratories, and other UW–Madison science and engineering departments. Facilities, vehicles, machinery, and instrumentation are available for conducting field experiments at ten strategically located UW Agricultural Research Stations and the O.J. Noer Turfgrass Research and Education Facility. Fieldwork for agricultural production and environmental protection is supported by daily information from the CALS agricultural weather-station network as well as soils, crops, land-use, and natural resources analysis using land information systems and geographic information systems.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>July 15</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>December 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>May 1</td>
</tr>
<tr>
<td>GRE (Graduate Record</td>
<td>Required.</td>
</tr>
<tr>
<td>Exam Examinations)</td>
<td></td>
</tr>
<tr>
<td>English Proficiency</td>
<td></td>
</tr>
<tr>
<td>Test</td>
<td></td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td></td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

The following courses are generally completed in an undergraduate program; however, if these requirements have not been met, they will need to be satisfied during the Ph.D. program.

PRE-REQUISITE COURSEWORK

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 221</td>
<td>Calculus and Analytic Geometry 1</td>
<td>9</td>
</tr>
<tr>
<td>&amp; MATH 222</td>
<td>and Calculus and Analytic Geometry 2</td>
<td>2</td>
</tr>
<tr>
<td>STAT 301</td>
<td>Introduction to Statistical Methods</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 109</td>
<td>Advanced General Chemistry</td>
<td>9</td>
</tr>
<tr>
<td>&amp; CHEM 327</td>
<td>and Fundamentals of Analytical Science</td>
<td></td>
</tr>
<tr>
<td>or CHEM 103/104</td>
<td>General Chemistry I</td>
<td></td>
</tr>
<tr>
<td>PHYSICS 103</td>
<td>General Physics</td>
<td>4</td>
</tr>
<tr>
<td>BIOLOGY/BOTANY/ ZOOLOGY 151</td>
<td>Introductory Biology</td>
<td>3</td>
</tr>
<tr>
<td>or BOTANY/ BIOLOGY/ ZOOLOGY 152</td>
<td></td>
<td></td>
</tr>
<tr>
<td>or BOTANY 500</td>
<td>Plant Physiology</td>
<td></td>
</tr>
<tr>
<td>or BOTANY/ F&amp;W ECOL/ ZOOLOGY 460</td>
<td>General Ecology</td>
<td></td>
</tr>
<tr>
<td>or BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
<td></td>
</tr>
<tr>
<td>or BIOCHEM 507</td>
<td>General Biochemistry I</td>
<td></td>
</tr>
</tbody>
</table>

APPLICATION MATERIALS

The following materials must be submitted when applying to the program: an online application, official transcripts, Graduate Record Exam (GRE) scores, and three references. TOEFL scores are required for applicants whose native language is not English. Because graduate requirements presuppose extensive science coursework, continuing undergraduate students are encouraged to select undergraduate courses carefully if they are considering advanced degrees in soil science.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Financial support is usually available to qualified students in the form of research assistantships, mostly funded from research grants; final decision for granting a research assistantship rests with the professor(s) supervising the research. Any assistantship for at least one-third time qualifies a student for remission of tuition (though students may be responsible for other administrative fees). The department does not offer teaching assistantships. A number of Graduate School fellowships are available to new students with outstanding records. The deadline for application for these competitive fellowships is early January of each year. The department selects the most qualified applicants and forwards their dossiers to a campus-wide selection committee.
Support for graduate assistantships is available through two Wisconsin Distinguished Fellowships (the W.R. Kussow/Wisconsin Turfgrass Association and the Leo M. Walsh/Wisconsin Fertilizer and Chemical Association), the C.B. Tanner Agricultural Physics Award Fund, and the Charles and Alice Ream Soil and Water Protection Research Fund. In addition, there are two awards given annually to outstanding incoming graduate students, the O.N. Allen Graduate Fellowship for Agriculture and the Kelling Soil Fertility Award.

### REQUIREMENTS

#### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

#### MAJOR REQUIREMENTS

##### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

##### Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

#### CURRICULAR REQUIREMENTS

##### Requirements Detail

**Minimum Credit Requirement**

- **Minimum Residence Credit Requirement:** 32 credits

**Minimum Graduate Coursework Requirement**

- Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle).

**Overall Graduate GPA Requirement**

- 3.00 GPA required.

- **Other Grade Requirements**
  - Required courses in soil science must be completed with a grade of B or better (BC and C may not be offset by AB and A). For all other courses, the requirement is an average record of B or better in all work taken as a graduate student.

- **Assessments and Examinations**
  - Candidates must complete the Ph.D. prospectus, which consists of the prospectus seminar, the written prospectus, and prospectus examination.
  - Candidates are required to take a preliminary examination.
  - Candidates for the Ph.D. degree are subject to a final oral examination on their dissertation and the general fields of the major and minor studies. Candidates must present an open seminar on their Ph.D. research findings, followed by oral defense of the dissertation in front of the doctoral committee.
  - Deposit of the doctoral dissertation is required.

- **Language Requirements**
  - No language requirements.

- **Doctoral Breadth Requirements**
  - All doctoral students are required to complete a minor. Ph.D. candidates in soil science must supplement their major study with a minimum of 9 credits in graduate courses in another field. These courses must be selected according to a coherent plan under Option A or Option B as follows:

  - **Option A—External:** A student must offer at least 9 credits from a degree program outside the soil science major. Selection of this option requires approval of the minor department.
  - **Option B—Distributed:** A distributed minor for a student studying for a Ph.D. in soil science shall consist of a minimum of 10 credits of graduate-level courses in one or more departments. Selection of this option requires approval of the certification committee.

  A minor program must be approved by the minor department (Option A) or by the Department of Soil Science Certification Committee (Option B) no later than the end of the second semester of Ph.D. graduate work (not including summer sessions). A copy of the completed minor agreement form is needed to obtain the warrant for the preliminary exam.

##### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOIL SCI 301</td>
<td>General Soil Science</td>
<td>4</td>
</tr>
<tr>
<td>SOIL SCI 325</td>
<td>Soils and Landscapes</td>
<td>3</td>
</tr>
<tr>
<td>SOIL SCI/AGRONOMY/ATM OCN 532</td>
<td>Environmental Biophysics</td>
<td>3</td>
</tr>
<tr>
<td>SOIL SCI 622</td>
<td>Soil Physics</td>
<td></td>
</tr>
<tr>
<td>SOIL SCI 621</td>
<td>Soil Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>SOIL SCI/BOTANY/HORT 626</td>
<td>Mineral Nutrition of Plants</td>
<td></td>
</tr>
<tr>
<td>SOIL SCI/MICROBIO 523</td>
<td>Soil Microbiology and Biochemistry</td>
<td>3</td>
</tr>
</tbody>
</table>
SOIL SCI 728  Graduate Seminar 1  2
SOIL SCI 799  Practicum in Soil Science Teaching 2  1-3
SOIL SCI 990  Research 3  10-14

A minimum of 8 credits, non-research at the 500 or higher level, which includes two credits of graduate seminar.

Doctoral Minor 9

Total Credits 51

1 All Ph.D. candidates must present at least two seminars in SOIL SCI 728 for a letter grade \( \geq B \) or equivalent during Ph.D. program. One of the seminars must be on the student's prospectus. Each candidate must enroll in SOIL SCI 728 every fall and spring semester; exceptions require the approval of the department chair.

2 All candidates pursuing a Soil Science Ph.D. shall complete a minimum of 1 credit of SOIL SCI 799. A written plan for satisfying this requirement shall be prepared by the student in conjunction with the advisor and approved by the Certification Committee. The type and level of effort required to earn one or more degree credits in SOIL SCI 799 shall be in accordance with the guidelines and standards set forth by the CALS Curriculum Committee and approved by the UW Divisional Committees in the Spring Semester 1981.

3 Ph.D. candidates are required to enroll in at least 1 credit of SOIL SCI 990 every semester. Students may take beyond 14 credits, but they do not count toward the program minimum requirements.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIORITY COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 12 credits of graduate coursework taken during graduate study at other institutions. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements. Students may petition the department for an appeal of the ten year limit on a case-by-case basis.

UW-Madison Undergraduate

With program approval, students are allowed to count no more than 7 credits of graduate coursework numbered 300 or above from a UW-Madison undergraduate degree. The coursework may also count toward the 50% graduate coursework requirement if the courses are numbered 700 or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements. Students may petition the department for an appeal of the ten year limit on a case-by-case basis.

UW-Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 300 or above taken as a UW-Madison University Special student. The coursework may also count toward the 50% graduate coursework requirement if the courses are numbered 700 or above. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements. Students may petition the department for an appeal of the ten year limit on a case-by-case basis.

PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

ADVISOR / COMMITTEE

The Doctoral Committee, chosen by the student and major professor, is a committee of four or more members representing more than one graduate program, three of whom must be UW-Madison graduate faculty or former UW-Madison graduate faculty up to one year after resignation or retirement. At least one of the four members must be from outside of the student's major program or major field (often the minor field) and approved by the Certification Committee. A minimum of two must be from the Soil Science faculty. At least three committee members must be designated as readers. Representation of the Minor Department (see Graduate Minor Requirements in the handbook) is at the option of the Minor Department, but the Department of Soil Science recommends that the Minor Professor be on the Committee.

The required fourth member of the Doctoral Committee, as well as any additional members, all retain voting rights. They may be from any of the following categories, as approved by the executive committee: graduate faculty, faculty from a department without a graduate program, academic staff (including emeritus faculty), visiting faculty, faculty from other institutions, scientists, research associates, and other individuals deemed qualified by the Executive Committee (or its equivalent) provided the individual has a Ph.D. degree or its equivalent.

It is the responsibility of the student and the Major Professor to form a Doctoral Committee and schedule a meeting before the end of the second semester (not including summer sessions) of Ph.D. graduate work.

A student who does not meet deadline requirements in this document will not be allowed to register in the subsequent semester until a written plan for meeting the requirements has been approved by their major advisor and the department Certification Committee.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Prospectus: The written prospectus and the prospectus seminar must be completed by the end of the third semester (not including summer sessions).

Preliminary exam: Students who obtain their M.S. degree in the department and who continue in the department for their doctorate must take the preliminary examination by the end of the fourth semester (not including summer sessions) of Ph.D. graduate work. Candidates who are approved to retake a failed examination must have passed by the end of the fifth semester.

Candidates for the Ph.D. degree who obtained an M.S. or M.A. degree elsewhere, must take the Preliminary Examination by the end of the
fourth semester (not including summer sessions) of Ph.D. graduate work. Candidates who are approved to retake a failed examination must have passed by the end of the fifth semester.

Candidates who do not adhere to this deadline must show justification for the delay to the department certification committee.

Final oral exam and deposit of dissertation: A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may require to take another preliminary examination and to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements. Students may petition the department for an appeal of the ten year limit on a case-by-case basis.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

College of Agricultural and Life Sciences: Grievance Policy

In the College of Agricultural and Life Sciences (CALS), any student who feels unfairly treated by a member of the CALS faculty or staff has the right to complain about the treatment and to receive a prompt hearing. Some complaints may arise from misunderstandings or communication breakdowns and be easily resolved; others may require formal action. Complaints may concern any matter of perceived unfairness.

To ensure a prompt and fair hearing of any complaint, and to protect the rights of both the person complaining and the person at whom the complaint is directed, the following procedures are used in the College of Agricultural and Life Sciences. Any student, undergraduate or graduate, may use these procedures, except employees whose complaints are covered under other campus policies.

1. The student should first talk with the person at whom the complaint is directed. Most issues can be settled at this level. Others may be resolved by established departmental procedures.

2. If the student is unsatisfied, and the complaint involves any unit outside CALS, the student should seek the advice of the dean or director of that unit to determine how to proceed.
   a. If the complaint involves an academic department in CALS the student should proceed in accordance with item 3 below.
   b. If the grievance involves a unit in CALS that is not an academic department, the student should proceed in accordance with item 4 below.

3. The student should contact the department's grievance advisor within 120 calendar days of the alleged unfair treatment. The departmental administrator can provide this person's name. The grievance advisor will attempt to resolve the problem informally within 10 working days of receiving the complaint, in discussions with the student and the person at whom the complaint is directed.
   a. If informal mediation fails, the student can submit the grievance in writing to the grievance advisor within 10 working days of the date the student is informed of the failure of the mediation attempt by the grievance advisor. The grievance advisor will provide a copy to the person at whom the grievance is directed.
   b. The grievance advisor will refer the complaint to a department committee that will obtain a written response from the person at whom the complaint is directed, providing a copy to the student. Either party may request a hearing before the committee. The grievance advisor will provide both parties a written decision within 20 working days from the date of receipt of the written complaint.
   c. If the grievance involves the department chairperson, the grievance advisor or a member of the grievance committee, these persons may not participate in the review.
   d. If not satisfied with departmental action, either party has 10 working days from the date of notification of the departmental committee action to file a written appeal to the CALS Equity and Diversity Committee. A subcommittee of this committee will make a preliminary judgement as to whether the case merits further investigation and review. If the subcommittee unanimously determines that the case does not merit further investigation and review, its decision is final. If one or more members of the subcommittee determine that the case does merit further investigation and review, the subcommittee will investigate and seek to resolve the dispute through mediation. If this mediation attempt fails, the subcommittee will bring the case to the full committee. The committee may seek additional information from the parties or hold a hearing. The committee will present a written recommendation to the dean who will provide a final decision within 20 working days of receipt of the committee recommendation.

4. If the alleged unfair treatment occurs in a CALS unit that is not an academic department, the student should, within 120 calendar
days of the alleged incident, take his/her grievance directly to the Associate Dean of Academic Affairs. The dean will attempt to resolve the problem informally within 10 working days of receiving the complaint. If this mediation attempt does not succeed the student may file a written complaint with the dean who will refer it to the CALS Equity and Diversity Committee. The committee will seek a written response from the person at whom the complaint is directed, subsequently following other steps delineated in item 3d above.

OTHER
Financial support is available to qualified M.S. and Ph.D. students in the form of research assistantships. Most assistantships are funded through research grants, and the final decision rests with the professor(s) supervising the research. A research assistantship for at least one-third time qualifies a student for remission of all tuition. The department offers a limited number of teaching assistantships. Graduate School fellowships are also available.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PROGRAM RESOURCES
The University of Wisconsin–Madison offers a wealth of resources intended to enrich your graduate studies and enhance your professional skills. Starting your very first year on campus, it is expected that you will take full advantage of the career and professional development resources that best fit your needs and support your goals. Since our alumni thrive not only in academia but also in industry, corporate, government and non-profit arenas, we strive to be in-tune, holistic, and innovative in our approach to meeting the diverse professional development needs of our students. By actively participating in these professional development opportunities, you will build the skills needed to succeed academically at UW–Madison and to thrive professionally in your chosen career.

LEARNING OUTCOMES
1. Articulates research problems, potentials, and limits with respect to theory and practice in soil science.
2. Formulates ideas, concepts, designs, and/or techniques beyond the boundaries of soil science knowledge.
3. Articulates testable hypotheses and conducts research that makes a substantive contribution to soil science.
4. Communicates clearly in ways appropriate to the field, in oral and written forms, for scholarly and general public audiences.
5. Fosters ethical and professional conduct, adhering to accepted standards such as that of the Soil Science Society of America.

PEOPLE

FACULTY
Associate Professor Francisco Arriaga

Professor Joel Pedersen
Soil Fertility and Nutrient Management: Sustaining agricultural production and environmental quality; elucidate the biogeochemistry and subsequent best management practices for N, P, and K fertilizers and animal manures; soil fertility related to lime, secondary, and micronutrients; evaluation of soil and plant diagnostic tests; development of tools to assist producers, ag. professionals, and regulatory agencies to sustain economically sound production of grain and forage crops.

Professor Carrie Laboski
Soil Physics, Proximal and Remote Sensing, Soil Monitoring and Management, Digital Soil Mapping: Application of proximal and remote sensing technologies for understanding the movement of water, heat, gas, and solutes in soils across different spatial and temporal scales; application of physical and empirical models for monitoring, mapping, and managing soil changes due to natural processes and human activities.

Assistant Professor Jingyi Huang
Assistant Professor Zachary Freedman
Assistant Professor Nicholas Balster
Assistant Professor Phillip Barak
Assistant Professor Alfred Hartemink
Assistant Professor Carrie Laboski

Professor William Bleam
Surface and Colloid Chemistry: Physical chemistry of soil colloids and sorption processes, chemistry of humic substances, factors controlling biological availability of contaminants to microorganisms, magnetic resonance and synchrotron studies of adsorption and precipitation.

Professor Nicholas Balster
Soil Ecology, Plant Physiological Ecology, and Education: Energy and material cycling in natural and anthropogenic soils including forests, grasslands, and urban ecosystems; stable isotope ecology; environmental education; nutrition management of nursery soils; tree physiology, production and response; ecosystem response to global change; urban ecosystem processes; invasive plant ecology; biodiversity.

Professor Carrie Laboski
Soil Fertility and Nutrient Management: Sustaining agricultural production and environmental quality; elucidate the biogeochemistry and subsequent best management practices for N, P, and K fertilizers and animal manures; soil fertility related to lime, secondary, and micronutrients; evaluation of soil and plant diagnostic tests; development of tools to assist producers, ag. professionals, and regulatory agencies to sustain economically sound production of grain and forage crops.
Environmental Chemistry/Biochemistry: Behavior of organic contaminants, macromolecules, and engineered nanoparticles in natural and engineered environments.

**Professor Matthew Ruark**

Soil Fertility and Nutrient Management: Soil fertility and management of grain biofuel, and vegetable crops; cover crop management; agricultural production and water quality; sustainability of dairy cropping systems; soil organic matter management.

**Professor Douglas Soldat**

Turfgrass and Urban Soils—Turfgrass, urban soils, nutrient management, water resources, soil testing, landscape irrigation; soil contamination.

**Assistant Professor Thea Whitman**

Soil Ecology, Microbiology, and Biogeochemistry: Soil microbial ecology; organic matter decomposition and carbon stabilization; global environmental change; stable isotopes; linking functional significance of microbial communities with ecosystem processes; fire effects on soil carbon and microbes; management and policy.

### SPANISH AND PORTUGUESE

#### DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Portuguese, Doctoral Minor (p. 1707)
- Portuguese, M.A. (p. 1707)
- Portuguese, Ph.D. (p. 1711)
- Spanish, Doctoral Minor (p. 1715)
- Spanish, M.A. (p. 1716)
- Spanish, Ph.D. (p. 1720)

#### PEOPLE

**Spanish Faculty:** Professors Beilin (modern Spanish literature), Bilbija (modern Spanish American literature), Close (modern Spanish American/trans-Atlantic literature), Corfis (medieval Spanish literature), De Ferrari (modern Spanish American literature), Egea (modern Spanish literature), Frantzen (second language acquisition and linguistics), Hildner (Golden Age literature), Hutchinson (Golden Age literature), Medina (modern Spanish American literature), Podestá (colonial Spanish American literature); Associate Professors Alcalá-Galán (Gold Age literature), Ancos-García (medieval Spanish literature), Goldgel-Carballo (colonial Spanish American literature), Hernández (modern Spanish American literature), Pellegrini (modern Spanish American literature), Rao (Spanish linguistics), Stafford (second language acquisition and linguistics), Tejedo-Herrero (Spanish linguistics); Assistant Professors Armstrong (Spanish linguistics), Cerezo Paredes (modern Spanish literature), Comparone (modern Spanish literature)

**Portuguese Faculty:** Professors Albuquerque (Brazilian literature and culture), Madureira (Portuguese, Brazilian, and Luso-African literature and culture), Sapega (Portuguese and Luso-African literature and culture); and Sanchez (Portuguese and Brazilian literature and culture)

### PORTUGUESE, DOCTORAL MINOR

#### REQUIREMENTS

For a minor in Portuguese, the student should have a **minimum of 9 credits** beyond PORTUG 301 Intensive Portuguese/PORUG 302 Intensive Portuguese. Also, courses taken to fulfill the language requirement cannot count toward the minor in Portuguese.

Individual advisors should not sign off on the minor in Spanish or Portuguese. Students should be sent to the assigned advisor in each Portuguese area for the doctoral minor for signature and approval.

#### PEOPLE

**Spanish Faculty:** Professors Beilin (modern Spanish literature), Bilbija (modern Spanish American literature), Close (modern Spanish American/trans-Atlantic literature), Corfis (medieval Spanish literature), De Ferrari (modern Spanish American literature), Egea (modern Spanish literature), Frantzen (second language acquisition and linguistics), Hildner (Golden Age literature), Hutchinson (Golden Age literature), Medina (modern Spanish American literature), Podestá (colonial Spanish American literature); Associate Professors Alcalá-Galán (Gold Age literature), Ancos-García (medieval Spanish literature), Goldgel-Carballo (colonial Spanish American literature), Hernández (modern Spanish American literature), Pellegrini (modern Spanish American literature), Rao (Spanish linguistics), Stafford (second language acquisition and linguistics), Tejedo-Herrero (Spanish linguistics); Assistant Professors Armstrong (Spanish linguistics), Cerezo Paredes (modern Spanish literature), Comparone (modern Spanish literature)

**Portuguese Faculty:** Professors Albuquerque (Brazilian literature and culture), Madureira (Portuguese, Brazilian, and Luso-African literature and culture), Sapega (Portuguese and Luso-African literature and culture); and Sanchez (Portuguese and Brazilian literature and culture)

### PORTUGUESE, M.A.

The degrees offered are the master of arts in Portuguese and the doctor of philosophy with a major in Portuguese. In addition, the department offers a doctoral minor in Spanish or Portuguese, consisting of 9 credits of graduate study.

An integrated curriculum in Portuguese languages, literatures, and linguistics provides training at the master's and Ph.D. levels and assures that graduates are prepared to contribute as professionals in the fields of teaching and research. An active program of research contributes to new knowledge in Spanish and Portuguese. A comprehensive group of courses is offered in rotation during the academic year so that candidates may take courses in all fields. Classes are conducted in Portuguese.

The department's graduate program in Portuguese is consistently among the finest in the country. Twenty to twenty-five teaching assistantships are offered each year to graduate candidates in Spanish and Portuguese.
A full complement of courses in Portuguese, Brazilian, and Luso-African literatures, culture, and linguistics is offered on a regular basis.

Fellowships, scholarships, teaching assistantships, and project assistantships are available to qualified graduate degree candidates.

Students pursuing advanced degrees in this department are advised to include in their training work in other languages and literatures, art, social sciences, linguistics, film studies, and philosophy. A knowledge of other languages is strongly recommended for advanced work in Hispanic and Luso-Brazilian fields.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements [https://grad.wisc.edu/apply/requirements/] of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online [https://grad.wisc.edu/apply/].

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<td>Summer Deadline</td>
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<td>GRE (Graduate Record Examinations)</td>
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<tr>
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<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements [<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>].</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>Required</td>
</tr>
</tbody>
</table>

Admission to candidacy for the master's degree presupposes an undergraduate major in Portuguese at UW-Madison or its equivalent.

Applicants with a B.A. in Portuguese must have an undergraduate GPA of at least 3.0 on a 4.0 scale, and a GPA in Portuguese courses of at least 3.25. Exceptions to these requirements may be made by the admissions committee.

During the registration period, the student will be asked to supply supplementary information regarding courses taken previously, experience abroad, scope of readings in Portuguese and Brazilian literatures, and preparation in linguistics.

All admitted candidates will take an examination for written proficiency. An unsatisfactory performance, as determined by the examiners, on the written examination will require the student to take PORTUG 311 Fourth Year Composition and Conversation. Any student who receives a grade of less than A in PORTUG 311 Fourth Year Composition and Conversation will be required to take PORTUG 312 Fourth Year Composition and Conversation. Candidates who are not native speakers of Portuguese will take an examination for oral proficiency. Any student achieving a grade-point average of less than 3.0 in the first semester in residence will be placed on probation. If after the second semester of studies the cumulative grade-point average is not 3.0, the student is not eligible to continue in the program.

REQUIRED DOCUMENTATION FOR MA APPLICATIONS

- Three (3) letters of recommendation are required for all graduate student applicants, using the Graduate School's online application.
- Send one (1) official copy of ALL university transcripts to the Department of Spanish & Portuguese. Notarized English translations should accompany ALL non-English transcripts.
- TOEFL test is required for ALL applicants whose native language is NOT English, or whose undergraduate instruction was NOT in English. For more information regarding the TOEFL, please see the Graduate School's Admissions Requirements [https://grad.wisc.edu/admissions/requirements/].
- Reason for Graduate Study/Statement of Purpose: What are your current degree goals and your reasons for selecting your program(s). Your statement can be either in English or Portuguese. It should not exceed three single-spaced pages, or the equivalent when double-spaced.

APPLICATION DEADLINES

Fall term—January 5 of same year’s fall term (i.e., January 5, 2019, for fall 2019)

Spring term—October 15 in year prior to spring term (i.e., October 15, 2019, for spring 2020)

All materials must be received either electronically or by postal mail to the Department of Spanish and Portuguese by these dates.

FUNDING

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information [https://grad.wisc.edu/funding/] is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Prospective students should see the program website [https://spanport.wisc.edu/prospective-grad-funding/] for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits 31</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>25 credits</td>
</tr>
</tbody>
</table>

Minimum Residence Credit Requirement

It is rare for student not to take 100% of their credits in graduate coursework. At least half of the required coursework must be in graduate-level coursework; courses with the Graduate Level coursework attribute are identified and searchable in the university’s Course Guide (https://registrar.wisc.edu/course-guide/).

Minimum Graduate Coursework Requirement

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

No other grade requirements.

Assessments and Examinations

Students in Portuguese M.A. program shall submit a research portfolio consisting of three term papers from graduate courses in this program. Students submitting portfolios shall be allowed, but not required, to include in their portfolio a brief statement (approximately 1000 words) explaining their anticipated doctoral research agenda. Each term paper included in the portfolio shall represent a different curricular area. Before submitting their portfolio pieces, students shall revise them in accordance with the corrections and comments provided by their course professors during the initial evaluation of those materials. Students shall submit their portfolio by March 1, and the portfolio review committee shall bring their recommendations to the Departmental Committee for discussion and final decision at the committee’s March meeting.

Language No language requirements beyond English and

Requirements Portuguese. However, candidates who expect to go on to the doctorate are urged to acquire the basic reading knowledge of a second foreign language before taking the M.A. examination. It should be another Romance Language or Latin. Other languages may be considered, with the approval of the department.

REQUIRED COURSES

The Master’s Degree program in Portuguese in the Department of Spanish and Portuguese is based on a series of core courses designed to give the student a broad knowledge of Portuguese, Brazilian, and Lusophone African literary currents. Specific course requirements are as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PORTUG 899</td>
<td>Portuguese Literature</td>
<td>1</td>
</tr>
</tbody>
</table>

Fifteen credits, in the form of 5 three-credit core courses 15

Electives 15

6 credits must be seminar courses 2

Remaining credits typically taken in the four areas in which the student will complete an exam. However, the student is expected to take one course in the fifth area they do not plan to complete an exam.

Total Credits 31

1 Students are required to take PORTUG 899 as a 1-credit proseminar.

2 The seminars are PORTUG 751 Seminar: Brazilian Literature and PORTUG 772 Seminar: Portuguese Literature. Students are strongly advised not to take a seminar in an area in which they have no previous preparation. Exceptions by consent of instructor.

The following are core courses, designed especially for beginning graduate students:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PORTUG 330</td>
<td>History of the Portuguese Language</td>
<td>3</td>
</tr>
<tr>
<td>PORTUG 361</td>
<td>Portuguese Civilization</td>
<td>3</td>
</tr>
<tr>
<td>PORTUG 362</td>
<td>Brazilian Civilization</td>
<td>3</td>
</tr>
<tr>
<td>PORTUG 411</td>
<td>Survey of Portuguese Literature before 1825</td>
<td>3</td>
</tr>
<tr>
<td>PORTUG 412</td>
<td>Survey of Brazilian Literature before 1890</td>
<td>3</td>
</tr>
<tr>
<td>PORTUG/AFRICAN 451</td>
<td>Lusophone African Literature</td>
<td>3</td>
</tr>
<tr>
<td>PORTUG 467</td>
<td>Survey of Portuguese Literature since 1825</td>
<td>3</td>
</tr>
<tr>
<td>PORTUG 468</td>
<td>Survey of Brazilian Literature since 1890</td>
<td>3</td>
</tr>
</tbody>
</table>

All graduate students who are candidates for an M.A. degree in this department must take a minimum of two graduate-level courses in Spanish and/or Portuguese for credit each semester, exclusive of Independent Reading courses and audited courses. A student who is not in compliance with this requirement is not making good progress toward the degree, and will therefore be deemed not in good academic standing. Advisors should be aware that only the departmental committee, on the favorable recommendation of the Graduate Studies Committee, may grant exemptions.
GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

Master's students are not allowed to transfer in graduate credits from other institutions.

UW–Madison Undergraduate

No credits from undergraduate courses from a UW–Madison undergraduate degree are allowed to count toward the degree, but students who have taken graduate level courses are allowed to petition with their advisor's consent up to a maximum of 7 credits.

UW–Madison University Special

With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

Satisfactory progress depends on: maintaining a GPA of at least 3.0, adhering to the rule whereby students must take two courses within the department (or have the rule waived by petition), and fulfilling all academic requirements. Students who are not in good standing will not be given sections to teach as TAs, and those whose GPA goes below 3.0 are put on academic probation. If a semester of 3.0 is not attained during the subsequent semester, the student may be dismissed from the program.

ADVISOR / COMMITTEE

Each candidate will confer with the general advisor. The student and the advisor will plan a program that takes into account the candidate's interests, strengths and deficiencies. If, for example, the student has a strong undergraduate background in a particular period of literature, the advisor will not recommend further exposure to the same field. Likewise, a student with extensive experience abroad and/or undergraduate preparation in composition or conversation may not need further study in these areas.

All students must have a substantial meeting with their advisors every semester to review their progress and work out the best strategies for future coursework and degree progress.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

The M.A. portfolio is submitted in the fourth or fifth semester of the program, very rarely beyond that.

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Guaranteed funding through teaching assistantships. Many additional sources of funding are available on a competitive basis, including the Advanced Opportunity Fellowship, summer research Mellon fellowships, one-semester dissertation fellowships, Title VI FLAS fellowships for summer and year-long foreign language study, Nave summer research travel grants, and numerous others.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES
1. Articulates, critiques, and elaborates the theories, methods, and terminology of the field of study.
2. Identifies and pursues promising avenues of inquiry, finds and makes use of appropriate bibliography, evaluates or synthesizes pertinent information, and analyzes evidence.
3. Demonstrates breadth of knowledge and understanding of the field of study in a historical, socio-cultural and global context.
4. Develops speaking and writing skills and communicates fluently and clearly in Portuguese in ways appropriate to the field of study.
5. Develops academic professionalization through participation in conferences and other extracurricular activities in preparation for a career path related to the field.
6. Develops effective teaching skills (for beginning and intermediate classes).

PEOPLE

Spanish Faculty: Professors Beilin (modern Spanish literature), Bilbija (modern Spanish American literature), Close (modern Spanish American/ trans-Atlantic literature), Corfis (medieval Spanish literature), De Ferrari (modern Spanish American literature), Egea (modern Spanish literature), Frantzen (second language acquisition and linguistics), Hildner (Golden Age literature), Hutchinson (Golden Age literature), Medina (modern Spanish American literature), Podestá (colonial Spanish American literature); Associate Professors Alcalá-Galán (Golden Age literature), Ancos-García (medieval Spanish literature), Goldgel-Carballo (colonial Spanish American literature), Hernández (modern Spanish American literature), Pellegrini (modern Spanish American literature), Stafford (second language acquisition and linguistics), Tejedo-Herrero (Spanish linguistics); Assistant Professors Armstrong (Spanish linguistics), Cerezo Paredes (modern Spanish literature), Comparone (modern Spanish literature)

Portuguese Faculty: Professors Albuquerque (Brazilian literature and culture), Madureira (Portuguese, Brazilian, and Luso-African literature and culture), Sapecta (Portuguese and Luso-African literature and culture); and Sanchez (Portuguese and Brazilian literature and culture)

PORTUGUESE, PH.D.
The degrees offered are the master of arts in Portuguese and the doctor of philosophy with a major in Portuguese. In addition, the department offers a doctoral minor in Spanish (https://guide.wisc.edu/graduate/spanish-portuguese/spanish-doctoral-minor/) or Portuguese.

An integrated curriculum in Portuguese languages, literatures, and linguistics provides training at the master’s and Ph.D. levels and assures that graduates are prepared to contribute as professionals in the fields of teaching and research. An active program of research contributes to new knowledge in Spanish and Portuguese. A comprehensive group of courses is offered in rotation during the academic year so that candidates may take courses in all fields. Classes are conducted in Portuguese.

The department’s graduate program in Portuguese is consistently among the finest in the country. Twenty to twenty-five teaching assistantships are offered each year to graduate candidates in Spanish and Portuguese. A full complement of courses in Portuguese, Brazilian, and Luso-African literatures, culture, and linguistics is offered on a regular basis.

Fellowships, scholarships, teaching assistantships, and project assistantships are available to qualified graduate degree candidates.

Students pursuing advanced degrees in this department are advised to include in their training work in other languages and literatures, art, social sciences, linguistics, film studies, and philosophy. A knowledge of other languages is strongly recommended for advanced work in Luso-Brazilian fields.

ADMISSIONS
Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

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APPLICATION DEADLINES
Fall term—January 5 of same year’s fall term (i.e., January 5, 2019, for fall 2019)
Spring term—October 15 in year prior to spring term (i.e., October 15, 2019, for spring 2020)

All materials must be received either electronically or by postal mail to the Department of Spanish and Portuguese by these dates.
M.A. students in Portuguese at the University of Wisconsin–Madison are admitted to doctoral studies in this department on the recommendation of the M.A. examining committee upon successful completion of the Ph.D. qualifying examination.

A graduate student with the M.A. from another institution is admitted to the doctoral program by virtue of his/her acceptance by the department. A minimum graduate GPA of 3.4 (on a 4.0 scale) is required.

During the registration period, the student will be asked to supply supplementary information regarding courses taken previously, experience abroad, scope of readings in Portuguese and Brazilian literatures, and preparation in linguistics.

REQUIRED DOCUMENTATION FOR PHD APPLICATIONS
- Three letters of recommendation are required for all graduate student applicants, using the Graduate School's online application.
- Send one official copy of ALL university transcripts to the Department of Spanish and Portuguese. Notarized English translations should accompany ALL non-English transcripts.
- TOEFL test is required for ALL applicants whose native language is NOT English, or whose undergraduate instruction was NOT in English. For more information regarding the TOEFL, please see the Graduate School's Admissions Requirements (https://grad.wisc.edu/admissions/requirements/).
- Reason for Graduate Study/Statement of Purpose: What are your reasons for graduate study? Please describe your current degree goals and your reasons for selecting your program(s). Your statement can be either in English or the program's language. It should not exceed three single-spaced pages, or the equivalent when double-spaced.
- A writing sample in Portuguese (e.g., a term-paper length) is required for all Ph.D. applicants. It should be eight to ten pages. The topic should be as close as possible to the field you wish to specialize in for the Ph.D. thesis.

FUNDING

GRADUATE SCHOOL RESOURCES
Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES
Prospective students should see the program website (https://spanport.wisc.edu/prospective-grad-funding/) for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS
Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
Assessments and Examinations

The Preliminary Examination must be taken after course requirements have been met. The prelim has two parts: a written part and an oral part. The written part of the exam has two components: 1) a series of take-home exams and 2) a 5 to 10-page dissertation prospectus plus bibliography. An oral examination defense follows the written portions of the Preliminary Examination. The oral exam defense is approximately two hours long, at the discretion of the examining committee. It should cover both the take-home examinations and the dissertation prospectus. The candidate will receive a grade of pass or fail in the preliminary examination. In the case of failing the exam, it could be retaken once within a month (after consultation with the adviser). Should the dissertation prospectus be approved, the candidate will have a maximum of three months to officially defend a dissertation proposal.

The Doctoral Dissertation

The final oral examination for the Ph.D. (the dissertation defense) will concentrate solely on the dissertation and generally does not exceed two hours in length. The examining committee is composed a minimum of four members, at least one of whom must be from outside the student's program in Portuguese, and at least three of whom, including the dissertation director, should be designated as readers. This examination is held at least two weeks after the dissertation is submitted.

REQUIRED COURSES

The Portuguese Ph.D. program in the Department of Spanish and Portuguese at the University of Wisconsin-Madison offers the following areas of study:

1. Portuguese Literature from its origins to Eça de Queirós
2. Portuguese Literature of the 20th and 21st centuries
3. Brazilian Literature to 1900
4. Brazilian Literature from 1900
5. African Literature in Portuguese

In the doctoral program the student selects a major and two supporting fields. The major is the area of specialization; the student is expected to have a thorough knowledge of the currents, primary works and critical bibliography pertaining to it. The student is expected to know the most significant writers and works as well as the most important currents and developments in the supporting fields; additionally, the student must have a good knowledge of critical bibliography. The selection of the major and supporting fields is made by the beginning of the second semester of doctoral studies.

Specific course requirements are as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Area</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>Supporting Field 1</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Supporting Field 2</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Literary Theory</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Advanced Courses</td>
<td>Minimum of 5 courses</td>
<td></td>
</tr>
<tr>
<td>Electives/Research</td>
<td>Variable</td>
<td></td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>54</td>
</tr>
</tbody>
</table>

1 Course credits earned in our M.A. program and any transfer credits used to satisfy M.A. requirements, do satisfy the Ph.D. course requirements. The only exceptions are the following courses, which do not satisfy the Ph.D. course requirements:

- PORTUG 311 Fourth Year Composition and Conversation
- PORTUG 312 Fourth Year Composition and Conversation
- PORTUG 330 History of the Portuguese Language
- PORTUG 361 Portuguese Civilization
- PORTUG 362 Brazilian Civilization

Language Requirements

A knowledge of several languages is essential for doctoral research. Therefore, students are urged to fulfill the language requirements as early as possible in their doctoral studies. In any case, they must be fulfilled prior to the Preliminary Examination. The candidate must demonstrate advanced proficiency in a minimum of two languages, to be determined in consultation with the adviser. The most common languages are Spanish, French, Italian, Latin, German, and Arabic, depending on the candidate’s major and minor. Advanced proficiency is defined as six college semesters with a grade of B or better. An advanced pass on the UW Division of University Outreach, Liberal Studies Reading Knowledge Examinations in French and German for graduate students will be accepted as an alternative. Exceptions to the above policies may be petitioned by the adviser to the Departmental Committee.

Doctoral Minor/ Breadth Requirements

All doctoral students are required to complete a minor. The doctoral candidate must present a minor in work done outside of Portuguese. The minor should be in an area related to the major field of interest. Spanish, French, Comparative Literature, Linguistics, and Latin American, Caribbean and Iberian Studies are among the most common minors. Distributed minors (for a minimum of 9 credits) must be approved by the adviser. Requirements for the minor are established by the respective department. Since the minor should complement the student’s major area of concentration, the student should arrange their program with the minor department as early as possible in the doctoral career. For a minor in Spanish, students should have a minimum of nine credits at the 500 level or above. Three of these credits must be taken as an advanced level course.
2 A maximum of 3 credits of independent study (PORTUG 899 Independent Reading) in each of the supporting fields may be used, with prior departmental approval, when corresponding courses are not offered in a timely fashion.

3 Students, in consultation with their advisor, should ensure that they have a minimum of five advanced courses beyond the M.A., if completed at the University of Wisconsin-Madison, or six advanced course beyond the M.A. if completed at another institution. At least two of these courses must be in the major. One of these advanced courses may be taken outside the Department, with the advisor’s consent. An advanced course is defined as 600-level, or above.

- All graduate students who are candidates for a Ph.D. degree in Portuguese in this department must take a minimum of two graduate-level courses in Spanish and/or Portuguese for credit each semester, exclusive of Independent Reading (PORTUG 899 Independent Reading) courses, with the following exceptions:

1. In the semester before taking the Preliminary Examination, a doctoral student may count an PORTUG 899 Independent Reading designed to work toward the dissertation proposal as one of the two courses, as long as another course is taken in the department. This exception may only apply once, even in the case that the Preliminary Examination is postponed.

2. Students may count as exceptions up to three courses taken toward their Ph.D. minor. Every time that students request this exemption they must fill out the appropriate form for this purpose to be signed by the adviser and given to the Graduate Coordinator.

- An audited course does not count toward the two-course minimum requirement.

- If the two-course rule impedes the student’s progress toward completion of the degree, students may petition an exception, with the written support of their adviser. This regulation does not apply to students who have passed the Ph.D. Preliminary Examination.

GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

After one semester in residence here, incoming Ph.D. graduate students from other universities may petition the Graduate Studies Committee to transfer graduate credits taken at their previous university to satisfy requirements here. In the Portuguese Ph.D., a maximum of three courses (9 credits) may be transferred from their previous program toward their degree requirements, except in the major field, and no more than three credits may be transferred per supporting field, totaling six credits. Each petition must be approved by the advisor, validated by a faculty member specializing in that field, and assessed by the Graduate Studies Committee with regard to its level and appropriateness. Only in rare circumstances will exceptions be considered.

Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from undergraduate courses from a UW–Madison undergraduate degree are allowed to count toward the degree, but students who have taken graduate level courses are allowed to petition with their advisor’s consent up to a maximum of 7 credits.

UW–Madison University Special

With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

Satisfactory progress depends on: maintaining a GPA of at least 3.0, adhering to the rule whereby students must take two courses within the department (or have the rule waived by petition), and fulfilling all academic requirements. Students who are not in good standing will not be given sections to teach as TAs, and those whose GPA goes below 3.0 are put on academic probation. If a semester of 3.0 is not attained during the subsequent semester, the student may be dismissed from the program.

ADVISOR / COMMITTEE

The doctoral candidate arranges their program with an assigned graduate advisor, representing one of the areas of concentration, at the beginning of their studies in this department. The advisor represents a field in which the student has expressed primary interest. The candidate may, of course, seek advice and suggestions from individual professors, but it is important to maintain frequent and ongoing contact with the regular advisor. At the beginning of the second semester in residence the academic advisor and the candidate make a detailed review of the first semester’s progress.

All students must have a substantial meeting with their advisor every semester to review their progress and work out the best strategies for future coursework and degree progress.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

The Department of Spanish and Portuguese enforces the Graduate School policy that establishes a five-year deadline for completion and defense of the doctoral dissertation, unless they receive an extension. If the candidate does not complete the dissertation within five years of the preliminary examination, the candidate must retake this examination.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:
• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/lib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of programdepartmental or schoolcollege grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Guaranteed funding through teaching assistantships. Many additional sources of funding are available on a competitive basis, including the Advanced Opportunity Fellowship, summer research Mellon fellowships, one-semester dissertation fellowships, Title VI FLAS fellowships for summer and year-long foreign language study, Nave summer research travel grants, and numerous others.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to theory, knowledge and practice within the field of study and with a view to interdisciplinarity.

2. Formulates ideas, concepts, and theoretical approaches beyond the current boundaries of knowledge and practice within the field of study, and thus makes a substantial contributions to those fields.

3. Develops archival and/or bibliographic research skills or other evidence-gathering techniques with the aim of furthering historical and cultural knowledge of the specific field of inquiry.

4. Demonstrates breadth within learning experiences.

5. Advances contributions of the field of study to society.

6. Communicates complex ideas and original arguments clearly and understandably in both Portuguese and English and demonstrates reading knowledge of two other languages pertinent to the field of inquiry.

7. Develops academic professionalization through scholarly exchange and/or participation in conferences and other extracurricular activities in preparation for a career path related to the field.

8. Develops and demonstrates effective teaching skills (for intermediate and advanced classes).

PEOPLE

Spanish Faculty: Professors Beilin (modern Spanish literature), Bilbija (modern Spanish American literature), Close (modern Spanish American trans-Atlantic literature), Corfis (medieval Spanish literature), De Ferrari (modern Spanish American literature), Egea (modern Spanish literature), Franzen (second language acquisition and linguistics), Hildner (Golden Age literature), Hutchinson (Golden Age literature), Medina (modern Spanish American literature), Podestá (colonial Spanish American literature); Associate Professors Alcalá-Galán (Golden Age literature), Ancos-García (medieval Spanish literature), Goldgel-Carballo (colonial Spanish American literature), Hernandez (modern Spanish American literature), Pellegrini (modern Spanish American literature), Rao (Spanish linguistics), Stafford (second language acquisition and linguistics), Tejedo-Herrero (Spanish linguistics); Assistant Professors Armstrong (Spanish linguistics), Cerezo Paredes (modern Spanish literature), Comparone (modern Spanish literature)

Portuguese Faculty: Professors Albuquerque (Brazilian literature and culture), Madureira (Portuguese, Brazilian, Luso-African literature and culture), Sapega (Portuguese and Luso-African literature and culture); and Sanchez (Portuguese and Brazilian literature and culture)

SPANISH, DOCTORAL MINOR

REQUIREMENTS

Candidates for a doctoral minor in Spanish should have a minimum of 9 credits at the 500 level or above. Three of these credits must be taken as an advanced-level course, 600 level or above.

Individual advisors should not sign off on the minor in Spanish or Portuguese. Students should be sent to the director of graduate studies in the Department of Spanish and Portuguese for signature and approval.

PEOPLE

Spanish Faculty: Professors Beilin (modern Spanish literature), Bilbija (modern Spanish American literature), Close (modern Spanish American trans-Atlantic literature), Corfis (medieval Spanish literature), De Ferrari (modern Spanish American literature), Egea (modern Spanish literature), Franzen (second language acquisition and linguistics), Hildner (Golden Age literature), Hutchinson (Golden Age literature), Medina (modern Spanish American literature), Pellegrini (modern Spanish American literature), Rao (Spanish linguistics), Stafford (second language acquisition and linguistics), Tejedo-Herrero (Spanish linguistics); Associate Professors Alcalá-Galán (Golden Age literature), Ancos-García (medieval Spanish literature), Goldgel-Carballo (colonial Spanish American literature), Hernandez (modern Spanish American literature), Pellegrini (modern Spanish American literature), Rao (Spanish linguistics), Stafford (second language acquisition and linguistics), Tejedo-Herrero (Spanish linguistics); Assistant Professors Armstrong (Spanish linguistics), Cerezo Paredes (modern Spanish literature), Comparone (modern Spanish literature)
(modern Spanish American literature), Egea (modern Spanish literature),
Frantzen (second language acquisition and linguistics), Hildner (Golden
Age literature), Hutchinson (Golden Age literature), Medina (modern
Spanish American literature), Podestá (colonial Spanish American
literature); Associate Professors Alcalá-Galán (Golden Age literature),
Ancos-García (medieval Spanish literature), Goldgel-Carballo (colonial
Spanish American literature), Hernández (modern Spanish American
literature), Pellegrini (modern Spanish American literature), Rao (Spanish
linguistics), Stafford (second language acquisition and linguistics),
Tejedo-Herrero (Spanish linguistics); Assistant Professors Armstrong
(Spanish linguistics), Cerezo Paredes (modern Spanish literature),
Comparone (modern Spanish literature)

Portuguese Faculty: Professors Albuquerque (Brazilian literature and
culture), Madureira (Portuguese, Brazilian, and Luso-African literature and
culture), Saapega (Portuguese and Luso-African literature and culture); and
Sanchez (Portuguese and Brazilian literature and culture)

**SPANISH, M.A.**

The degrees offered are the master of arts and doctor of philosophy in
Spanish. In addition, the department offers a doctoral minor in Spanish or
Portuguese, consisting of 9 credits of graduate study.

An integrated curriculum in Spanish language, literatures, cultures, and
linguistics provides training at the master’s and Ph.D. levels and assures
that graduates are prepared to contribute as professionals in the fields of
teaching and research. An active program of research contributes to new
knowledge in Spanish. A comprehensive group of courses is offered in
rotation during the academic year so that candidates may take courses in
all fields. Classes are conducted in Spanish.

The department’s graduate program in Spanish is consistently among
the finest in the country. Teaching assistantships are offered each year
to graduate candidates in Spanish and Portuguese. A full complement
of courses in Spanish and Spanish American, literatures, cultures, and
linguistics is offered on a regular basis.

Fellowships, scholarships, teaching assistantships, and project
assistantships are available to qualified graduate degree candidates.

Students pursuing advanced degrees in this department are advised to
include in their training work in other languages and literatures, art, social
sciences, linguistics, film studies, and philosophy. Knowledge of other
languages is required for advanced work in Hispanic and Luso-Brazilian
fields.

**ADMISSIONS**

Please consult the table below for key information about this degree program’s
admissions requirements. The program may have more detailed admissions
requirements, which can be found below the table or on the program’s website.
Graduate admissions is a two-step process between academic programs and
the Graduate School. Applicants must meet the minimum requirements (https://
grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).
Once you have researched the graduate program(s) you are interested in, apply online
(https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 5</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE Deadline</td>
<td>Not required.</td>
</tr>
</tbody>
</table>

**English Proficiency Test**

Every applicant whose native language is not English or whose undergraduate instruction was
not in English must provide an English proficiency test score and meet the Graduate School minimum
requirements (https://grad.wisc.edu/apply/
requirements/#english-proficiency).

**Other Test(s) (e.g., GMAT, MCAT)**

n/a

Letters of Recommendation

3

Admission to candidacy for the master’s degree presupposes an
undergraduate major in Spanish at UW-Madison or its equivalent.

Applicants with a B.A. in Spanish must have an undergraduate GPA
of at least 3.0 on a 4.0 scale, and a GPA in Spanish courses of at least
3.25. Exceptions to these requirements may be made by the admissions
committee.

During the registration period, the student will be asked to supply
supplementary information regarding courses taken previously,
experience abroad, scope of readings in Spanish and Spanish#American
literatures, and preparation in linguistics.

All candidates will take an examination for written proficiency. An
unsatisfactory performance, as determined by the examiners, on that
written examination will require the student to take SPANISH 323.
Only those so required to take SPANISH 323 will receive graduate
credit for it, though it will not count toward any of the nine curriculum
areas. Candidates who are not native speakers of Spanish will take an
examination for oral proficiency. An unsatisfactory performance on the
oral examination will require the student to take SPANISH 320. However,
SPANISH 320 will not count as graduate credit.

**REQUIRED DOCUMENTATION FOR MA APPLICATIONS**

- Three letters of recommendation are required for all graduate student
  applicants, using the Graduate School’s online application.
- Send one official copy of ALL university transcripts to the Department
  of Spanish and Portuguese. Notarized English translations should
  accompany ALL non-English transcripts.
- TOEFL test is required for ALL applicants whose native language is
  NOT English, or whose undergraduate instruction was NOT in
  English. For more information regarding the TOEFL, please see the
  Graduate School’s Admissions Requirements (https://grad.wisc.edu/
  admissions/requirements/).
- Reason for Graduate Study/Statement of Purpose: What are your
  reasons for graduate study? Please describe your current degree
  goals and your reasons for selecting your program(s). Your statement
  can be either in English or Spanish. It should not exceed three single-
  spaced pages, or the equivalent when double-spaced.
FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Prospective students should see the program website (http://spanport.wisc.edu/prospective-grad-funding/) for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
</tr>
<tr>
<td>No</td>
</tr>
</tbody>
</table>

Minimum Graduate Coursework Requirement

Students are required to take a minimum of 18 credits of graduate coursework. In practice it is rare for students not to take 100% of their credits in graduate coursework.

Courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (https://register.wisc.edu/course-guide/).

Overall Graduate GPA Requirement

3.00 GPA required.

Other Grade Requirements

No other grade requirements.

Assessments and Examinations

Students in Spanish literature and linguistics M.A. program shall submit a research portfolio consisting of three term papers from graduate courses in this program. Students submitting portfolios shall be allowed, but not required, to include in their portfolio a brief statement (approximately 1000 words) explaining their anticipated doctoral research agenda. Each term paper included in the portfolio shall represent a different curricular area. Before submitting their portfolio pieces, students shall revise them in accordance with the corrections and comments provided by their course professors during the initial evaluation of those materials. Students shall submit their portfolio by March 1, and the portfolio review committee shall bring their recommendations to the Departmental Committee for discussion and final decision at the committee’s March meeting.

Language Requirements

No language requirements beyond English and Spanish. However, candidates who expect to go on to the Doctorate are urged to acquire the basic reading knowledge of a second foreign language before completing the portfolio. It should be another Romance Language, Latin, Arabic, or German. Other languages may be considered, with the approval of the department.

REQUIRED COURSES

The course of studies leading to the Master of Arts degree in Spanish in the Department of Spanish and Portuguese at the University of Wisconsin-Madison is a flexible one designed to introduce the candidate to Spanish and Spanish American literatures, literary criticism, and linguistics. The program is for students who complete their academic career at the M.A. as well as for those who decide to pursue the Ph.D.

Its general, non-specialized approach is beneficial to both types. The Master’s program offers a panorama of selected works, a general view of literary and linguistic currents, and an introduction to literary and linguistic research.

All of the department’s graduate courses besides the survey courses will be considered advanced courses. First-year M.A. students who wish to take a seminar need the permission of the adviser and consent of the instructor.

Course work in another department of the University of Wisconsin-Madison can be counted toward the minimum 32-credit requirement if it has been approved by the Chair in consultation with the Departmental Committee, except if the adviser approves taking up to six credits in another language.

SPANISH 770 Introduction to the Profession is required of all new Teaching Assistants.
• Literary theory courses (SPANISH 627 Historia de Teoria Literaria: de Platon Al Siglo XVIII and SPANISH 628 Historia de Teoria Literaria: Siglos XIX-XX) count only as electives in the M.A. program, but do satisfy the Ph.D. literary theory requirement.

• All graduate students who are candidates for an M.A. degree in this department must take a minimum of two graduate-level courses in Spanish and/or Portuguese for credit each semester, exclusive of Independent Reading courses and audited courses. A student who is not in compliance with this requirement is not making good progress toward the degree, and will therefore be deemed not in good academic standing. Advisers should be aware that only the Graduate Studies Committee may grant exemptions.

Specific course requirements are as follows:

**Spanish M.A. with a concentration in literature**

The Spanish Master’s Degree program with a concentration in literature is based on five curriculum areas:

1. Medieval Literature
2. Golden Age Literature
3. Modern Peninsular Literature
4. Spanish-American Literature I (Colonial through Modernismo)
5. Spanish-American Literature II (From Modernismo to the present)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
<td>15</td>
</tr>
<tr>
<td>Choose one course</td>
<td>from five of the nine areas, one of which must</td>
<td></td>
</tr>
<tr>
<td></td>
<td>must be in a linguistics field</td>
<td></td>
</tr>
<tr>
<td>SPANISH 545</td>
<td>College Teaching of Spanish</td>
<td>2</td>
</tr>
</tbody>
</table>

**Electives**

Students may take up to 6 credits of language courses other than Spanish or English (see "Language Requirements" below)

Remaining credits typically taken in literature areas in which the student will complete an exam

| Total Credits     | 32 |

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 SPANISH 323 Advanced Language Practice with Emphasis on Expository Writing, SPANISH 320 Spanish Phonetics and SPANISH 545 College Teaching of Spanish do not count toward any of the nine literary or linguistic areas.

3 Both literature and linguistics M.A. students must take at least 6 credits in advanced courses, which are 600-level and above.

4 Students with a concentration in literature must take a course in the literary area in which they choose not to be examined on the M.A./Ph.D. qualifying exam.

The department plans to offer the following sequence of survey courses in literature on a two-year rotating basis. This list is provided purely for informational purposes and is not intended as a list of mandatory courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semester 1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Spanish M.A. with a concentration in linguistics**

The Spanish Master’s Degree program with a concentration in linguistics is based on four curriculum areas:

1. Phonetics & Phonology
2. Syntax
3. Language Variation & Change
4. Applied Linguistics & Second Language Acquisition

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Choose 3 credits</td>
<td>from one of the following areas:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Phonetics &amp; Phonology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Syntax</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Language Variation &amp; Change</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Applied Linguistics &amp; Second Language Acquisition</td>
<td></td>
</tr>
</tbody>
</table>

| Electives          |                                               | 15      |
|--------------------|                                               |         |
| Choose 3 credits   | in Applied Linguistics & Second Language       |         |
|                    | Acquisition                                   |         |
| Choose 6 credits   | from any of the linguistics areas             |         |
| One literature     | course                                        |         |
| SPANISH 545        | College Teaching of Spanish                   | 2       |

| Total Credits      | 32                                           |

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 SPANISH 323 Advanced Language Practice with Emphasis on Expository Writing, SPANISH 320 Spanish Phonetics, and SPANISH 545 College Teaching of Spanish do not count toward any of the nine literary or linguistic areas.
GRADUATE SCHOOL POLICIES

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MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
Master’s students are not allowed to transfer in graduate credits from other institutions.

UW–Madison Undergraduate
No credits from undergraduate courses from a UW–Madison undergraduate degree are allowed to count toward the degree, but students who have taken graduate level courses are allowed to petition with their advisor’s consent up to a maximum of 7 credits.

UW–Madison University Special
With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

PROBATION

Satisfactory progress depends on: maintaining a GPA of at least 3.0, adhering to the rule whereby students must take two courses within the department (or have the rule waived by petition), and fulfilling all academic requirements. Students who are not in good standing will not be given sections to teach as TAs, and those whose GPA goes below 3.0 are put on academic probation. If a semester of 3.0 is not attained during the subsequent semester, the student may be dismissed from the program.

ADVISOR / COMMITTEE

An advisor is assigned to incoming students when they join the program. The student and the advisor will plan a program that takes into account the candidate’s interest, strengths and deficiencies. If, for example, the student has a strong undergraduate background in a particular period of literature, the advisor will not recommend further exposure to the same field. Likewise, a student with extensive experience abroad and/or undergraduate preparation in composition or conversation may not need further study in these areas.

All students must have a substantial meeting with their adviser every semester to review their progress and work out the best strategies for future coursework and degree progress.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

The M.A./Ph.D. portfolio is submitted in the fourth or fifth semester of the M.A. program, very rarely beyond that.

Master’s degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

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• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Guaranteed funding through teaching assistantships. Many additional sources of funding are available on a competitive basis, including the Advanced Opportunity Fellowship, summer research Mellon fellowships, one-semester dissertation fellowships, Title VI FLAS fellowships for summer and year-long foreign language study, Nave summer research travel grants, and numerous others.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates, critiques, and elaborates the theories, methods, and terminology of the field of study
2. Identifies and pursues promising avenues of inquiry, finds and makes use of appropriate bibliography, evaluates or synthesizes pertinent information and analyzes evidence
3. Demonstrates breadth of knowledge and understanding the field of study in a historical, sociocultural and global context.
4. Develops speaking and writing skills and communicates fluently and clearly in Spanish in ways appropriate to the field of study.
5. Develops academic professionalization through participation in conferences and other extracurricular activities in preparation for a career path related to the field.
6. Develops effective teaching skills (for beginning and intermediate classes).

PEOPLE

Spanish Faculty: Professors Beilin (modern Spanish literature), Bilbija (modern Spanish American literature), Close (modern Spanish American/ trans-Atlantic literature), Corfis (medieval Spanish literature), De Ferrari (modern Spanish American literature), Egea (modern Spanish literature), Frantzen (second language acquisition and linguistics), Hildner (Golden Age literature), Hutchinson (Golden Age literature), Medina (modern Spanish American literature), Podestá (colonial Spanish American literature); Associate Professors Alcalá-Galán (Golden Age literature), Ancos-García (medieval Spanish literature), Goldgel-Carballo (colonial Spanish American literature), Hernández (modern Spanish American literature), Pellegrini (modern Spanish American literature), Rao (Spanish linguistics), Stafford (second language acquisition and linguistics), Tejedo-Herrero (Spanish linguistics); Assistant Professors Armstrong (Portuguese), Cerezo Paredes (modern Spanish literature), Comparone (modern Spanish literature)

Portuguese Faculty: Professors Albuquerque (Brazilian literature and culture), Madureira (Portuguese, Brazilian, and Luso-African literature and culture), Sapega (Portuguese and Luso-African literature and culture); and Sanchez (Portuguese and Brazilian literature and culture)

SPANISH, PH.D.

The degrees offered are the master of arts and doctor of philosophy in Spanish. In addition, the department offers a doctoral minor in Spanish (https://guide.wisc.edu/graduate/spanish-portuguese/spanish-doctoral-minor/) or Portuguese (https://guide.wisc.edu/graduate/spanish-portuguese/portuguese-doctoral-minor/).

An integrated curriculum in Spanish language, literatures, cultures, and linguistics provides training at the master’s and Ph.D. levels and assures that graduates are prepared to contribute as professionals in the fields of teaching and research. An active program of research contributes to new knowledge in Spanish. A comprehensive group of courses is offered in rotation during the academic year so that candidates may take courses in all fields. Classes are conducted in Spanish.

The department’s graduate program in Spanish is consistently among the finest in the country. Teaching assistantships are offered each year to graduate candidates in Spanish and Portuguese. A full complement of courses in Spanish and Spanish American, literatures, cultures, and linguistics is offered on a regular basis.

Fellowships, scholarships, teaching assistantships, and project assistantships are available to qualified graduate degree candidates.

Students pursuing advanced degrees in this department are advised to include in their training work in other languages and literatures, art, social sciences, linguistics, film studies, and philosophy. Knowledge of other languages is required for advanced work in Hispanic fields.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 5</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

M.A. students in Spanish at the University of Wisconsin—Madison are admitted to doctoral studies in this department on the recommendation of the M.A. examining committee upon successful completion of the Ph.D. qualifying examination.

A graduate student with the M.A. from another institution is admitted to the doctoral program by virtue of his/her acceptance by the department. A minimum graduate GPA of 3.4 (on a 4.0 scale) is required.

During the registration period, the student will be asked to supply supplementary information regarding courses taken previously.
experience abroad, scope of readings in Spanish and Spanish American literatures, and preparation in linguistics.

REQUIRED DOCUMENTATION FOR PHD APPLICATIONS

- Three letters of recommendation are required for all graduate student applicants, using the Graduate School's online application.
- Send one official copy of ALL university transcripts to the Department of Spanish and Portuguese. Notarized English translations should accompany ALL non-English transcripts.
- TOEFL test is required for ALL applicants whose native language is NOT English, or whose undergraduate instruction was NOT in English. For more information regarding the TOEFL, please see the Graduate School's Admissions Requirements (https://grad.wisc.edu/admissions/requirements/).
- Reason for Graduate Study/Statement of Purpose: What are your reasons for graduate study? Please describe your current degree goals and your reasons for selecting your program(s). Your statement can be either in English or Spanish. It should not exceed three single-spaced pages, or the equivalent when double-spaced.
- A writing sample in Spanish (e.g., term-paper length) is required for all Ph.D. applicants. It should be eight to ten pages. The topic should be as close as possible to the field you wish to specialize in for the Ph.D. thesis.

All materials must be received electronically to the Department of Spanish and Portuguese by the above deadlines.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Prospective students should see the program website (http://spanport.wisc.edu/prospective-grad-funding/) for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>A minimum of 33 credits out of 51 total must be in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle</a>). In practice all doctoral coursework (with the exception of some language requirements or some doctoral minors) is designed exclusively for graduate students.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>No other grade requirements.</td>
</tr>
</tbody>
</table>
Language Requirements

Knowledge of other languages is essential for doctoral research. Candidates must demonstrate proficiency in either one or two languages appropriate for their area of research, to be decided in consultation with their advisor. Students are urged to fulfill the language requirements as early as possible in their doctoral studies. In any event, these must be fulfilled prior to the Preliminary Examination.

While any language may be used to fulfill the language requirement, the most common ones are those with regular course offerings or reading knowledge exams like Spanish (for candidates in Portuguese) or Portuguese (for candidates in Spanish), French, Italian, Latin, German, Arabic, Hebrew, Quechua and Yucatec Maya. Proficiency is defined as the level reached in any of the courses or pairs of courses listed below (or their equivalent), with the grades indicated, or a score of “Advanced High Pass/High Pass” on the UW Extension Reading Knowledge Exam if it is offered.

Assessments and Examinations

Preliminary Examinations:
The Preliminary Examination must be taken after course requirements have been met. The prelim has two parts: a written part and an oral part. The written part of the exam has two components: 1) a series of take-home exams and 2) a 5 to 10-page dissertation prospectus plus bibliography. An oral examination defense follows the written portions of the Preliminary Examination. The oral exam defense is approximately two hours long, at the discretion of the examining committee. It should cover both the take-home examinations and the dissertation prospectus. The candidate will receive a grade of pass or fail in the preliminary examination. In the case of failing the exam, it could be retaken once within a month (after consultation with the adviser). Should the dissertation prospectus be approved, the candidate will have a maximum of three months to officially defend a dissertation proposal.

The Doctoral Dissertation:
The final oral examination for the Ph.D. (the dissertation defense) will concentrate solely on the dissertation and generally does not exceed two hours in length. The examining committee is composed of a minimum of four members, at least one of whom must be from outside the student’s program in Spanish, and at least three of whom, including the dissertation director, should be designated as readers. This examination is held at least two weeks after the dissertation is submitted.

Required Courses

In the Spanish Ph.D., the student selects a major area and two supporting fields, either in the concentration of literature or linguistics. The major is the area of specialization; the student is expected to have a thorough knowledge of the currents, primary works and critical bibliography pertaining to it. The student is expected to know the most significant writers and works (in the Spanish Ph.D. with a concentration in literature) or the most significant linguistic schools and approaches (in the Spanish Ph.D. with a concentration in linguistics) as well as the most important currents and developments in the two supporting fields; additionally, the student must have a good knowledge of critical bibliography. The program of studies leading toward the Ph.D. in this Department provides multiple opportunities for the development of analytical skills, and integrated with those skills an extensive knowledge of theoretical issues. The selection of the major and supporting fields is made by the beginning of the second semester of doctoral studies.

- All graduate students who are candidates for a Ph.D. degree in Spanish in this department must take a minimum of two graduate-level courses in Spanish and/or Portuguese for credit each semester, exclusive of Independent Reading (SPANISH 899 Independent Reading) courses, with the following exceptions:

  1. In the semester before taking the Preliminary Examination, a doctoral student may count an SPANISH 899 Independent Reading designed to work toward the dissertation proposal as one of the two courses, as long as another course is taken in the department. This exception may only apply once, even in the case that the Preliminary Examination is postponed.

  2. Students may count as exceptions up to three courses taken toward their Ph.D. minor. Every time that students request this exemption they must fill out the appropriate form for this purpose to be signed by the advisor and given to the Graduate Coordinator.

- An audited course does not count toward the two-course minimum requirement.

- If the two-course rule impedes the student’s progress toward completion of the degree, students may petition an exception, with

Doctoral Minor/Breadth Requirements

All doctoral students are required to complete a minor. The doctoral candidate must present a minor in work done outside of Spanish. The minor should be in an area related to the major field of interest. Portuguese, French, Comparative Literature, and Latin American, Caribbean and Iberian Studies are among the most common minors. Distributed minors (for a minimum of 9 credits) must be approved by the advisor. Requirements for the minor are established by the respective department. Since the minor should complement the student’s major area of concentration, the student should arrange their program with the minor department as early as possible in the doctoral career. For a minor in Portuguese, the student should have a minimum of 9 credits beyond PORTUG 301/PORTUG 302. Also, courses taken to fulfill the language requirement cannot count toward the minor in Portuguese. Similarly, courses taken for a minor in Educational Psychology, Curriculum & Instruction, or Second Language Acquisition cannot also be counted as Research Design courses.
the written support of their advisor. This regulation does not apply to students who have passed the Ph.D. Preliminary Examination.

Specific course requirements are as follows:

**Spanish Ph.D. with a concentration in literature**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Medieval Literature</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Golden Age Literature</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>Modern Peninsular Literature</td>
<td>2</td>
</tr>
<tr>
<td>4</td>
<td>Spanish American I Literature (Colonial to 1900)</td>
<td>1</td>
</tr>
<tr>
<td>5</td>
<td>Spanish American II Literature (20th and 21st Century)</td>
<td>1</td>
</tr>
</tbody>
</table>

A linguistics field may be used as a supporting field only, provided written consent of the graduate advisor is obtained.

In the doctoral program the student selects a major area of specialization. The student is expected to have a thorough knowledge of the currents, primary works and critical bibliography pertaining to it.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Major Area</td>
<td>12</td>
</tr>
<tr>
<td>2</td>
<td>Literary Theory</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>Advanced Courses</td>
<td>2, 3</td>
</tr>
<tr>
<td>4</td>
<td>Electives/Research</td>
<td>Variable</td>
</tr>
</tbody>
</table>

**Total Credits** 51

1. Theoretical/Formal Spanish Linguistics
2. Language Variation and Change
3. Applied Linguistics and Second Language Acquisition

In the doctoral program the student selects a major area from the three areas; the other two automatically become supporting fields.

**Code** | **Title** | **Credits**
---|---|---
MAJOR REQUIREMENTS | | 12

For Students whose major area is Applied Linguistics and SLA:

Two graduate-level Research Design courses chosen in consultation with the student’s advisor. (See “Language Requirements” above)

**Advanced Courses** Minimum of 5 courses

**Electives/Research** Variable

**Total Credits** 51

1. These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
2. Course credits earned in our M.A. program (with the exception of SPANISH 770 Introduction to the Profession and SPANISH 323 Advanced Language Practice with Emphasis on Expository Writing) and any transfer credits used to satisfy M.A. requirements, do satisfy the Ph.D. course requirements.
3. A maximum of 3 credits of independent study (SPANISH 899 Independent Reading) in each of the areas of concentration may be used, with prior departmental approval, when corresponding courses are not offered in a timely fashion.
4. Students, in consultation with their advisor, should ensure that they have a minimum of five advanced courses beyond the M.A., if completed at the University of Wisconsin-Madison, or six advanced courses beyond the M.A. if completed at another institution. At least two of these courses must be in the major. One of these advanced courses may be taken outside the Department, with the advisor’s consent. An advanced course is defined as 600-level, or above.

**Policies**

**Graduate School Policies**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**Major-Specific Policies**

**Prior Coursework**

Graduate Work from Other Institutions

After one semester in residence here, incoming Ph.D. graduate students from other universities may petition the Graduate Studies Committee to transfer graduate credits taken at their previous university to satisfy requirements here. In the Spanish Ph.D., a maximum of three courses
(9 credits) may be transferred from their previous program toward their degree requirements, except in the major field, and no more than three credits may be granted in one but not both of the student’s supporting fields. Each petition must be approved by the advisor, validated by a faculty member specializing in that field, and assessed by the Graduate Studies Committee with regard to its level and appropriateness. Only in rare circumstances will exceptions be considered. Coursework earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
No credits from undergraduate courses from a UW–Madison undergraduate degree are allowed to count toward the degree, but students who have taken graduate level courses are allowed to petition with their advisor’s consent up to a maximum of 7 credits.

UW–Madison University Special
With program approval, students are allowed to count no more than 6 credits of coursework numbered 300 or above taken as a UW–Madison University Special student. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
Satisfactory progress depends on: maintaining a GPA of at least 3.0, adhering to the rule whereby students must take two courses within the department (or have the rule waived by petition), and fulfilling all academic requirements. Students who are not in good standing will not be given sections to teach as TAs, and those whose GPA goes below 3.0 are put on academic probation. If a semester of 3.0 is not attained during the subsequent semester, the student may be dismissed from the program.

ADVISOR / COMMITTEE
The doctoral candidates arrange their program with an assigned graduate advisor, representing one of the areas of concentration, at the beginning of their studies in this department. The advisor represents a field in which the student has expressed primary interest. The candidate may, of course, seek advice and suggestions from individual professors, but it is important to maintain frequent and ongoing contact with the regular advisor. At the beginning of the second semester in residence the academic advisor and the candidate make a detailed review of the first semester’s progress.

All students must have a substantial meeting with their advisor every semester to review their progress and work out the best strategies for future coursework and degree progress.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
The Department of Spanish and Portuguese enforces the Graduate School policy that establishes a five-year deadline for completion and defense of the doctoral dissertation, unless they receive an extension. If the candidate does not complete the dissertation within five years of the preliminary examination, the candidate must retake this examination.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
- Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER
Guaranteed funding through teaching assistantships. Many additional sources of funding are available on a competitive basis, including the Advanced Opportunity Fellowship, summer research Mellon fellowships, one-semester dissertation fellowships, Title VI FLAS fellowships for summer and year-long foreign language study, Nave summer research travel grants, and numerous others.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
LEARNING OUTCOMES

1. (Literature / Linguistics) Articulates research problems, potentials, and limits with respect to theory, knowledge and practice within the field of study and with a view to interdisciplinarity.

2. (Literature / Linguistics) Formulates ideas, concepts, and theoretical approaches beyond the current boundaries of knowledge and practice within the field of study, and thus makes a substantial contributions to those fields.

3. (Literature / Linguistics) Develops archival and/or bibliographic research skills or other evidence-gathering techniques with the aim of furthering historical and cultural knowledge of the specific field of inquiry.

4. (Literature / Linguistics) Demonstrates breadth within learning experiences.

5. (Literature / Linguistics) Advances contributions of the field of study to society.

6. (Literature / Linguistics) Communicates complex ideas and original arguments clearly and understandably in both Spanish and English and demonstrates reading knowledge of two other languages pertinent to the field of inquiry.

7. (Literature / Linguistics) Develops academic professionalization through scholarly exchange and/or participation in conferences and other extracurricular activities in preparation for a career path related to the field.

8. (Literature / Linguistics) Develops and demonstrates effective teaching skills (for intermediate and advanced classes).

STATISTICS

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/PROFESSIONAL CERTIFICATES

- Statistics, Doctoral Minor (p. 1725)
- Statistics, M.S. (p. 1727)
- Statistics, Ph.D. (p. 1738)

PEOPLE

Faculty: Professors J. Zhu (chair), Ane, Chappell, Chien, Keles, Larget, Loh, Newton, Shao, Y. Wang, Yandell, C. Zhang, Z. Zhang, Associate Professor Rohe; Assistant Professors Garcia Trillos, Kang, Patel, Raschka, Raskutti, M. Wang, A Zhang

STATISTICS, DOCTORAL MINOR

ADMISSIONS

For admission for an Option A Minor in statistics, the candidate must have had at least one year of calculus, and an introductory knowledge of statistics that is satisfactory to the department. Any of the following (or an equivalent course) is sufficient for this purpose:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT 240</td>
<td>Introduction to Data Modeling I</td>
<td>4</td>
</tr>
<tr>
<td>STAT 301</td>
<td>Introduction to Statistical Methods</td>
<td>3</td>
</tr>
<tr>
<td>STAT 302</td>
<td>Accelerated Introduction to Statistical Methods</td>
<td>3</td>
</tr>
<tr>
<td>STAT 324</td>
<td>Introductory Applied Statistics for Engineers</td>
<td>3</td>
</tr>
<tr>
<td>STAT 371</td>
<td>Introductory Applied Statistics for the Life Sciences</td>
<td>3</td>
</tr>
<tr>
<td>STAT/B M I 541</td>
<td>Introduction to Biostatistics</td>
<td>3</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571</td>
<td>Statistical Methods for Bioscience I</td>
<td>4</td>
</tr>
</tbody>
</table>

REQUIREMENTS

GENERAL REQUIREMENTS FOR AN OPTION-A MINOR IN STATISTICS FOR GRADUATES:

Please carefully read the requirements below. Requests for further information should be addressed to the PhD Minor Advisor in the Department of Statistics. Note: Candidates for an Option A Minor in Statistics must be aware of the Graduate School "Minors" policy (https://grad.wisc.edu/acadpolicy/#minors). For further information please visit this link: https://stat.wisc.edu/statistics-doctoral-minor/

The student should have a program of study approved by the PhD Minor Advisor in the Department of Statistics and the student’s major...
advisor, early in the student’s graduate work. The proposed program should be submitted to and approved by the minor program advisor in statistics upon, or before, the completion of 6 credits.

**Code** | **Title** | **Credits**
---|---|---

**Students must take at least four courses totaling 12 or more credits from the following lists:**

**List 1 (at least one course):**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT 303</td>
<td>R for Statistics I</td>
<td>1</td>
</tr>
<tr>
<td>STAT 304</td>
<td>R for Statistics II</td>
<td>1</td>
</tr>
<tr>
<td>STAT 305</td>
<td>R for Statistics III</td>
<td>1</td>
</tr>
<tr>
<td>STAT 327</td>
<td>Learning a Statistical Language</td>
<td>1</td>
</tr>
<tr>
<td>STAT 333</td>
<td>Applied Regression Analysis</td>
<td>3</td>
</tr>
<tr>
<td>STAT 340</td>
<td>Introduction to Data Modeling II</td>
<td>4</td>
</tr>
<tr>
<td>STAT 351</td>
<td>Introductory Nonparametric Statistics</td>
<td>3</td>
</tr>
<tr>
<td>STAT 411</td>
<td>An Introduction to Sample Survey Theory and Methods</td>
<td>3</td>
</tr>
<tr>
<td>STAT/M E 424</td>
<td>Statistical Experimental Design</td>
<td>3</td>
</tr>
<tr>
<td>STAT 433</td>
<td>Data Science with R</td>
<td>3</td>
</tr>
<tr>
<td>STAT 443</td>
<td>Classification and Regression Trees</td>
<td>3</td>
</tr>
<tr>
<td>STAT 451</td>
<td>Introduction to Machine Learning and Statistical Pattern Classification</td>
<td>3</td>
</tr>
<tr>
<td>STAT 453</td>
<td>Introduction to Deep Learning and Generative Models</td>
<td>3</td>
</tr>
<tr>
<td>STAT 456</td>
<td>Applied Multivariate Analysis</td>
<td>3</td>
</tr>
<tr>
<td>STAT 461</td>
<td>Financial Statistics</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 309</td>
<td>Introduction to Probability and Mathematical Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>STAT 311</td>
<td>Introduction to Theory and Methods of Mathematical Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>STAT 609</td>
<td>Mathematical Statistics</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 709</td>
<td>Mathematical Statistics</td>
<td>4</td>
</tr>
</tbody>
</table>

**List 2 (at most one course):**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/MATH 309</td>
<td>Introduction to Probability and Mathematical Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>STAT 311</td>
<td>Introduction to Theory and Methods of Mathematical Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>STAT 609</td>
<td>Mathematical Statistics</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 709</td>
<td>Mathematical Statistics</td>
<td>4</td>
</tr>
</tbody>
</table>

**List 3 (at most one course):**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/MATH 310</td>
<td>Introduction to Probability and Mathematical Statistics II</td>
<td>3</td>
</tr>
<tr>
<td>STAT 312</td>
<td>Introduction to Theory and Methods of Mathematical Statistics II</td>
<td>3</td>
</tr>
<tr>
<td>STAT 610</td>
<td>Introduction to Statistical Inference</td>
<td>4</td>
</tr>
<tr>
<td>STAT/MATH 710</td>
<td>Mathematical Statistics</td>
<td>4</td>
</tr>
</tbody>
</table>

**List 4 (at most one course):**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/MATH 431</td>
<td>Introduction to the Theory of Probability</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 475</td>
<td>Introduction to Combinatorics</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 525</td>
<td>Linear Optimization</td>
<td>3</td>
</tr>
<tr>
<td>STAT/I SY E/MATH 525</td>
<td>Introduction to Stochastic Processes</td>
<td>3</td>
</tr>
<tr>
<td>STAT/COMP SCI/I SY E/MATH 632</td>
<td>Nonlinear Optimization I</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 726</td>
<td>Theory of Probability I</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 833</td>
<td>Topics in the Theory of Probability</td>
<td>3</td>
</tr>
</tbody>
</table>

OR another course approved by the Ph.D. minor advisor.

The student must achieve a 3.00 GPA in courses used to satisfy the minor requirement.
STATISTICS, M.S.

The M.S. degree program in statistics trains the candidate to become a practicing statistician. The M.S. degree in statistics with a named option in biostatistics trains the candidate to contribute substantially to the statistical analysis of biomedical problems.

An M.S. in statistics with a named option in data science (p. 1731) is also available to students meeting the criteria (see the data science (http://www.stat.wisc.edu/ms-degree-data-science-option-ms-ds/) page for more details). In addition, the department is closely involved with the Biometry M.S. (p. 58), and with the School of Medicine and Public Health Department of Biostatistics and Medical Informatics (p. 253), both listed separately in the Guide.

The Statistics Department provides extensive computing facilities, both hardware and software, to support instruction and research. Several computers and advanced graphic workstations are available for use in advanced courses enabling students to pursue the latest research directions in statistical computing and graphics. Common statistical packages and libraries are available on a variety of machines.

The department may be consulted for specific career information. See the department website (http://www.stat.wisc.edu/) for application materials and deadlines.

ADMISSIONS

Students apply to the Master of Science in Statistics through one of the named options:

- Biostatistics (p. 1729)
- Data Science (p. 1731)
- Statistics (p. 1735)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Prospective students should see the program website (https://stat.wisc.edu/graduate-studies/phd-program/) for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>)</td>
</tr>
<tr>
<td>Overall Graduate GPA</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade</td>
<td>A grade of B or better must be received in any course used to fulfill the required and elective course requirements.</td>
</tr>
</tbody>
</table>

REQUIRED COURSES

Select a Named Option (https://guide.wisc.edu/graduate/statistics/statistics-ms/#NamedOptions) for courses required.

NAMED OPTIONS

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Science in Statistics must select one of the following named options:

View as ListView as grid

- STATISTICS: BIOSTATISTICS, M.S. (P. 1729)
- STATISTICS: DATA SCIENCE, M.S. (P. 1731)
- STATISTICS: STATISTICS, M.S. (P. 1735)

POLICIES

Students should refer to one of the named options for policy information:

- Biostatistics (p. 1729)
- Data Science (p. 1731)
- Statistics (p. 1735)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Demonstrates understanding of statistical theories, methodologies, and applications as tools in scientific inquiries.
2. Selects and utilizes the most appropriate statistical methodologies and practices.
3. Synthesizes information pertaining to questions in empirical studies.
4. Communicates data concepts and analysis results clearly.
5. Recognizes and applies principles of ethical and professional conduct.

PEOPLE

Faculty:

- Cecile Ane (https://stat.wisc.edu/staff/ane-cecile/), Professor
- Richard Chappell (https://stat.wisc.edu/staff/chappell-rick/), Professor
- Peter Chien (https://stat.wisc.edu/staff/chien-peter/), Professor
- Jessi Cisewski-Kehe (https://stat.wisc.edu/staff/cisewski-kehe-jessi/), Assistant Professor
- Nicolas Garcia Trillos (https://stat.wisc.edu/staff/trillos-nicolas-garcia/), Assistant Professor
- Hyunseung Kang (https://stat.wisc.edu/staff/kang-hyunseung/), Assistant Professor
- Sunduz Keles (https://stat.wisc.edu/staff/keles-sunduz/), Professor
- Bret Larget (https://stat.wisc.edu/staff/larget-bret/), Professor
- Keith Levin (https://stat.wisc.edu/staff/levin-keith/), Assistant Professor
- Po-Ling Loh (https://stat.wisc.edu/staff/loh-po-ling/), Associate Professor
- Wei-Yin Loh (https://stat.wisc.edu/staff/loh-wei-yin/), Professor
- Michael Newton (https://stat.wisc.edu/staff/newton-michael/), Professor
- Vivak Patel (https://stat.wisc.edu/staff/patel-vivak/), Assistant Professor
- Sebastian Raschka (https://stat.wisc.edu/staff/raschka-sebastian/), Assistant Professor
- Garvesh Raskutti (https://stat.wisc.edu/staff/raskutti-garvesh/), Associate Professor
- Karl Rohe (https://stat.wisc.edu/staff/rohe-karl/), Associate Professor
Kris Sankaran (https://stat.wisc.edu/staff/sankaran-kris/), Assistant Professor
Jun Shao (https://stat.wisc.edu/staff/shao-jun/), Professor
Miaoyan Wang (https://stat.wisc.edu/staff/wang-miaoyan/), Assistant Professor
Yahzen Wang (https://stat.wisc.edu/staff/wang-yazhen/), Professor
Brian Yandell (https://stat.wisc.edu/staff/yandell-brian/), Professor
Anru Zhang (https://stat.wisc.edu/staff/zhang-anru/), Assistant Professor
Chunming Zhang (https://stat.wisc.edu/staff/zhang-chunming/), Professor
Zhengjun Zhang (https://stat.wisc.edu/staff/zhang-zhengjun/), Professor
Jun Zhu (https://stat.wisc.edu/staff/zhu-jun/) (chair), Professor

STATISTICS: BIOSTATISTICS, M.S.

This is a named option in the Statistics M.S. (p. 1727)

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website.

Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

**Requirements**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 2</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required. *</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
<tr>
<td>Required</td>
<td></td>
</tr>
</tbody>
</table>

* Due to COVID-19, there have been challenges for students attempting to take the GRE. For students applying for Fall 2021, the GRE requirement is optional. Regardless of whether GRE scores are submitted, all applications will be held in equal regard.

Students holding a bachelor’s degree with a natural science, social science, or engineering major and strong mathematical background are encouraged to apply for admission to the graduate program in statistics. Students are advised to undertake graduate work in statistics only if their undergraduate grades in mathematics were uniformly high.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Prospective students should see the program website (https://stat.wisc.edu/graduate-studies/phd-program/) for funding information.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>30 credits</td>
</tr>
<tr>
<td>Credit</td>
<td>Requirement</td>
</tr>
</tbody>
</table>
Minimum
Residence
Credit
Requirement 16 credits

Minimum
Graduate
Coursework
Requirement Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/).

Overall
Graduate GPA
Requirement 3.00 GPA required.

Other Grade Requirements A grade of B or better must be received in any course used to fulfill the required and elective course requirements.

Assessments and Examinations Students must pass a competency test containing both a written and an oral component, demonstrating that they have the potential to be a practicing statistician.

Language Requirements No language requirements.

### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STAT 609</td>
<td>Mathematical Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>or STAT/</td>
<td>Mathematical Statistics</td>
<td></td>
</tr>
<tr>
<td>MATH 709</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STAT 610</td>
<td>Introduction to Statistical Inference</td>
<td>4</td>
</tr>
<tr>
<td>or STAT/</td>
<td>Mathematical Statistics</td>
<td></td>
</tr>
<tr>
<td>MATH 710</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STAT 849</td>
<td>Theory and Application of Regression and Analysis of Variance I</td>
<td>3</td>
</tr>
<tr>
<td>STAT 850</td>
<td>Theory and Application of Regression and Analysis of Variance II</td>
<td>3</td>
</tr>
<tr>
<td>STAT 998</td>
<td>Statistical Consulting</td>
<td>3</td>
</tr>
<tr>
<td>Select 6 or more credits of Statistics courses 600 or higher ¹</td>
<td></td>
<td></td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STAT/B M I 641</td>
<td>Statistical Methods for Clinical Trials</td>
<td>3</td>
</tr>
<tr>
<td>And</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STAT/B M I 642</td>
<td>Statistical Methods for Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>or STAT/</td>
<td>Survival Analysis Theory and Methods</td>
<td></td>
</tr>
<tr>
<td>B M I 741</td>
<td></td>
<td></td>
</tr>
<tr>
<td>or STAT/</td>
<td>Statistical Methods for Molecular Biology</td>
<td></td>
</tr>
<tr>
<td>B M I 877</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The following will also be allowed to count toward the 30-credit minimum for the master's degree</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Up to 6 credits from Statistics Courses Numbered:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STAT 303</td>
<td>R for Statistics I</td>
<td></td>
</tr>
<tr>
<td>STAT 304</td>
<td>R for Statistics II</td>
<td></td>
</tr>
<tr>
<td>STAT 305</td>
<td>R for Statistics III</td>
<td></td>
</tr>
<tr>
<td>STAT 349</td>
<td>Introduction to Time Series</td>
<td></td>
</tr>
</tbody>
</table>

¹ Courses that do not count in this requirement are: STAT 609 Mathematical Statistics I, STAT 610 Introduction to Statistical Inference, STAT 699 Directed Study, STAT/MATH 709 Mathematical Statistics, STAT/MATH 710 Mathematical Statistics, STAT 849 Theory and Application of Regression and Analysis of Variance I, STAT 850 Theory and Application of Regression and Analysis of Variance II, or STAT 998 Statistical Consulting

### POLICIES

#### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

#### NAMED OPTION-SPECIFIC POLICIES

### PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions toward the graduate degree credit and graduate coursework (50%) requirements. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, up to 6 statistics credits from a UW–Madison undergraduate degree at the 600 level or above are allowed to count toward minimum graduate degree credits. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, up to 15 statistics credits completed at UW–Madison while a University Special student at the 300 level or above are allowed to count toward minimum graduate degree and graduate residence credit requirements. Of these credits, those at the 700 level or above may also count toward the minimum graduate coursework (50%)
requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

Three consecutive reviews in which a student fails to meet the minimum criteria for satisfactory progress will result in the student being dropped from the program. Contact the program for more information.

**ADVISOR / COMMITTEE**

Students are required to meet with their advisor near the beginning of each semester to discuss course selection and progress.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

The competency test must be passed within six semesters after entering the department.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

Students pursuing the general statistics and biostatistics options are considered for department financial support and may seek a dual degree if desired.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PEOPLE**

**Faculty:** Professors J. Zhu (chair), Ane, Chappell, Chien, Keles, Larget, Loh, Newton, Shao, Y. Wang, Yandell, C. Zhang, Z. Zhang; Associate Professor Rohe; Assistant Professors Garcia Trillos, Kang, Patel, Raschka, Raskutti, M. Wang, A Zhang

**STATISTICS: DATA SCIENCE, M.S.**

This is a named option (formally documented sub-major) professional program in the Statistics M.S. (p. 1727)

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>March 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>October 15</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>This program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not Required.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not</td>
</tr>
<tr>
<td></td>
<td>English or whose undergraduate instruction</td>
</tr>
<tr>
<td></td>
<td>was not in English must provide an English</td>
</tr>
<tr>
<td></td>
<td>proficiency test score and meet the Graduate</td>
</tr>
<tr>
<td></td>
<td>School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>
Students with questions regarding the programs admission rules and standards should visit our application website (https://stat.wisc.edu/graduate-studies/data-science-option/).

The MS Statistics: Data Science program is intended for three types of students:

- MS Statistics: Data Science for VISP students: Students from the Visiting International Student Program (Stat VISP or Math VISP) who have completed some degree requirements at UW-Madison as VISP undergraduates. They may request transfer of up to 15 credits from their VISP coursework.
- MS Statistics: Data Science for workforce students: Students coming with 5 or more years in the workforce who have worked extensively with data and are seeking a well-rounded training. Some students may be part-time students (6-8 credits per semester) if they remain in the workforce.
- MS Statistics: Data Science for other general students: Students who have BS degrees or expected to obtain BS degrees prior to the first semester as MS Statistics: Data Science students.

**REQUISITES FOR ADMISSION**

**Course Requirements - Prerequisite Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 221</td>
<td>Calculus and Analytic Geometry 1</td>
<td></td>
</tr>
<tr>
<td>MATH 222</td>
<td>Calculus and Analytic Geometry 2</td>
<td></td>
</tr>
<tr>
<td>MATH 234</td>
<td>Calculus—Functions of Several Variables</td>
<td></td>
</tr>
<tr>
<td>MATH 421</td>
<td>The Theory of Single Variable Calculus (or another advanced analysis course)</td>
<td></td>
</tr>
<tr>
<td>MATH 340</td>
<td>Elementary Matrix and Linear Algebra</td>
<td></td>
</tr>
</tbody>
</table>

It is highly recommended that students also have:

- STAT 303 R for Statistics I
- STAT 304 R for Statistics II
- STAT/MATH 309 Introduction to Probability and Mathematical Statistics I
- STAT/MATH 310 Introduction to Probability and Mathematical Statistics II

**Degree Requirements**

Students are required to have completed their BS/BA degree prior to the first semester as a MS Statistics: Data Science student.

**PROGRAM RESOURCES**

The M.S. Statistics: Data Science option is unique and does not allow students to accept a tuition remitting assistantship, hold multiple positions that would result in tuition remission, or to be concurrently enrolled in another university program or enrolled in courses outside of the M.S. Statistics: Data Science curriculum—see here (https://stat.wisc.edu/graduate-studies/data-science-option/) for more details.

**REQUIREMENTS**

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

**NAMED OPTION REQUIREMENTS**

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

- **Accelerated**: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.
- **Evening/Weekend**: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.
- **Face-to-Face**: Courses typically meet during weekdays on the UW-Madison Campus.
- **Hybrid**: These programs combine face-to-face and online learning formats. Contact the program for more specific information.
- **Online**: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

**CURRICULAR REQUIREMENTS**

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (<a href="https://registrar.wisc.edu/course-guide-guide/">https://registrar.wisc.edu/course-guide-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
</tbody>
</table>

**FUNDING**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
Students may only have one core course (STAT 601, Requirements STAT 602, STAT 610, or STAT 615) with a grade below B.

Assessments None.

Examinations

Language No language requirements.

Requirements

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT 601</td>
<td>Statistical Methods I</td>
<td>4</td>
</tr>
<tr>
<td>STAT 602</td>
<td>Statistical Methods II</td>
<td>4</td>
</tr>
<tr>
<td>STAT 610</td>
<td>Introduction to Statistical Inference</td>
<td>4</td>
</tr>
<tr>
<td>STAT 615</td>
<td>Statistical Learning</td>
<td>3</td>
</tr>
</tbody>
</table>

**Professional Skills Courses (6 credits minimum from the following courses):**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT 605</td>
<td>Data Science Computing Project</td>
</tr>
<tr>
<td>STAT 627</td>
<td>Professional Skills in Data Science</td>
</tr>
<tr>
<td>STAT 628</td>
<td>Data Science Practicum</td>
</tr>
</tbody>
</table>

Students may substitute a required course (STAT 601, STAT 602, STAT 605, STAT 610, STAT 615, STAT 628) with a Statistics taught 600+ level course with advisor approval

**9 elective credits:**

Students may count up to 3 credits of Statistics undergraduate electives including:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT 303</td>
<td>R for Statistics I</td>
</tr>
<tr>
<td>STAT 304</td>
<td>R for Statistics II</td>
</tr>
<tr>
<td>STAT 305</td>
<td>R for Statistics III</td>
</tr>
<tr>
<td>STAT 349</td>
<td>Introduction to Time Series</td>
</tr>
<tr>
<td>STAT 351</td>
<td>Introductory Nonparametric Statistics</td>
</tr>
<tr>
<td>STAT 411</td>
<td>An Introduction to Sample Survey Theory and Methods</td>
</tr>
<tr>
<td>STAT 421</td>
<td>Applied Categorical Data Analysis</td>
</tr>
<tr>
<td>STAT 443</td>
<td>Classification and Regression Trees</td>
</tr>
<tr>
<td>STAT 451</td>
<td>Introduction to Machine Learning and Statistical Pattern Classification</td>
</tr>
<tr>
<td>STAT 453</td>
<td>Introduction to Deep Learning and Generative Models</td>
</tr>
<tr>
<td>STAT 456</td>
<td>Applied Multivariate Analysis</td>
</tr>
<tr>
<td>STAT 461</td>
<td>Financial Statistics</td>
</tr>
<tr>
<td>STAT/COMP SCI 471</td>
<td>Statistics</td>
</tr>
<tr>
<td>STAT 479</td>
<td>Special Topics in Statistics</td>
</tr>
<tr>
<td>STAT 575</td>
<td>Statistical Methods for Spatial Data</td>
</tr>
</tbody>
</table>

Students may count up to 3 credits of 500-level or above coursework taught outside of Statistics with advisor approval

Students must have at least 3 credits of coursework at the 600-level or above taught within Statistics including the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT 609</td>
<td>Mathematical Statistics I</td>
</tr>
</tbody>
</table>

**GRADUATE AND UNDERGRADUATE COURSES WITH SIMILAR TOPICS**

Courses that cover the same or similar topic at the undergraduate- and graduate-level may both be used towards the MSDS requirements, but if both courses are to be used, the undergraduate level course must be completed first. Please note that this policy does not preclude students from taking just the undergraduate or just the graduate version of a topic. These combinations would include:

- STAT 349 Introduction to Time Series and STAT 701 Applied Time Series Analysis, Forecasting and Control I
- STAT 351 Introductory Nonparametric Statistics and STAT 732 Large Sample Theory of Statistical Inference
- STAT 456 Applied Multivariate Analysis and STAT 760 Multivariate Analysis I
- STAT 451 Introduction to Machine Learning and Statistical Pattern Classification and STAT 761 Decision Trees for Multivariate Analysis

[Continued on the next page]
also apply to special topics courses that have similar topics between the undergraduate and graduate level.

**POLICIES**

**GRADUATE SCHOOL POLICIES**

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

**NAMED OPTION-SPECIFIC POLICIES**

**PRIOR COURSEWORK**

**Graduate Work from Other Institutions**

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions toward the graduate degree credit and graduate coursework (50%) requirements. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison Undergraduate**

With program approval, up to 7 statistics credits from a UW–Madison undergraduate degree are allowed to count toward minimum graduate degree credits. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**UW–Madison University Special**

With program approval, up to 15 statistics credits completed at UW–Madison while a University Special student at the 300 level or above are allowed to count toward minimum graduate degree and graduate residence credit requirements. Of these credits, those at the 700 level or above may also count toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

**PROBATION**

Students are required to follow all of the requirements listed in the program handbook (https://stat.wisc.edu/graduate-studies/data-science-option/) for maintaining satisfactory academic program. In particular, students must maintain a 3.0 GPA and have a minimum grade of B for any course used to satisfy program requirements. Students who do not make satisfactory academic progress for multiple semesters may be dismissed from the program.

**ADVISOR / COMMITTEE**

Students are required to communicate with their advisor near the beginning of each semester to discuss course selection and progress.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

Students are expected to complete the program in 2 semesters (if coming from the Statistics VISP program) or 3-4 semesters. Students who wish to pursue the program part time must receive permission from the program chair.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- • Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- • Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- • Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - • Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- • Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
- • Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- • Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- • Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- • Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- • Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- • Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- • Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

The MS Statistics: Data Science option is unique and does not allow students to accept a tuition remitting assistantship, hold multiple positions that would result in tuition remission, or to be concurrently enrolled in another university program or enrolled in courses outside of the MS Statistics: Data Science curriculum—see here (https://stat.wisc.edu/graduate-studies/data-science-option/) for more details.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PROGRAM RESOURCES**

Students in the M.S. Statistics: Data Science program are encouraged to participate in program specific professional development events and work directly, one-on-one, with advisors as well. Information
about events and resources will be made available to currently enrolled students via email.

**PEOPLE**

**Faculty:**

Cecile Ane ([https://stat.wisc.edu/staff/ane-cecile/](https://stat.wisc.edu/staff/ane-cecile/)), Professor

Richard Chappell ([https://stat.wisc.edu/staff/chappell-rick/](https://stat.wisc.edu/staff/chappell-rick/)), Professor

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Wei-Yin Loh ([https://stat.wisc.edu/staff/loh-wei-yin/](https://stat.wisc.edu/staff/loh-wei-yin/)), Professor

Michael Newton ([https://stat.wisc.edu/staff/newton-michael/](https://stat.wisc.edu/staff/newton-michael/)), Professor

Vivak Patel ([https://stat.wisc.edu/staff/patel-vivak/](https://stat.wisc.edu/staff/patel-vivak/)), Assistant Professor

Sebastian Raschka ([https://stat.wisc.edu/staff/raschka-sebastian/](https://stat.wisc.edu/staff/raschka-sebastian/)), Assistant Professor

Garvesh Raskutti ([https://stat.wisc.edu/staff/raskutti-garvesh/](https://stat.wisc.edu/staff/raskutti-garvesh/)), Associate Professor

Karl Rohe ([https://stat.wisc.edu/staff/rohe-karl/](https://stat.wisc.edu/staff/rohe-karl/)), Associate Professor

Kris Sankaran ([https://stat.wisc.edu/staff/sankaran-kris/](https://stat.wisc.edu/staff/sankaran-kris/)), Assistant Professor

Jun Shao ([https://stat.wisc.edu/staff/shao-jun/](https://stat.wisc.edu/staff/shao-jun/)), Professor

Miaoyan Wang ([https://stat.wisc.edu/staff/wang-miaoyan/](https://stat.wisc.edu/staff/wang-miaoyan/)), Assistant Professor

Yahzen Wang ([https://stat.wisc.edu/staff/wang-yazhen/](https://stat.wisc.edu/staff/wang-yazhen/)), Professor

Brian Yandell ([https://stat.wisc.edu/staff/yandell-brian/](https://stat.wisc.edu/staff/yandell-brian/)), Professor

Anru Zhang ([https://stat.wisc.edu/staff/zhang-anru/](https://stat.wisc.edu/staff/zhang-anru/)), Assistant Professor

Chunming Zhang ([https://stat.wisc.edu/staff/zhang-chunming/](https://stat.wisc.edu/staff/zhang-chunming/)), Professor

Zhengjun Zhang ([https://stat.wisc.edu/staff/zhang-zhengjun/](https://stat.wisc.edu/staff/zhang-zhengjun/)), Professor

Jun Zhu ([https://stat.wisc.edu/staff/zhu-jun/](https://stat.wisc.edu/staff/zhu-jun/)) (chair), Professor

**ADMISSIONS**

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements ([https://grad.wisc.edu/apply/requirements/](https://grad.wisc.edu/apply/requirements/)) of the Graduate School as well as the program(s). Once you have researched the graduate program(s) you are interested in, apply online ([https://grad.wisc.edu/apply/](https://grad.wisc.edu/apply/)).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 2</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>The program does not admit in the spring.</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>The program does not admit in the summer.</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Required.*</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation Required</td>
<td>3</td>
</tr>
</tbody>
</table>

* Due to COVID-19, there have been challenges for students attempting to take the GRE. For students applying for Fall 2021, the GRE requirement is optional. Regardless of whether GRE scores are submitted, all applications will be held in equal regard.

Students holding a bachelor’s degree with a natural science, social science, or engineering major and strong mathematical background are encouraged to apply for admission to the graduate program in statistics. Students are advised to undertake graduate work in statistics only if their undergraduate grades in mathematics were uniformly high.

**FUNDING**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information ([https://grad.wisc.edu/funding/](https://grad.wisc.edu/funding/)) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 30 credits

Minimum Residence Credit Requirement 16 credits

Minimum Graduate Coursework Requirement Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/).

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements A grade of B or better must be received in any course used to fulfill the required and elective course requirements.

Assessments and Examinations Students must pass a competency test containing both a written and oral component, demonstrating that they have the potential to be a practicing statistician.

Language Requirements No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT 609</td>
<td>Mathematical Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>or STAT/MATH 709</td>
<td>Mathematical Statistics</td>
<td></td>
</tr>
<tr>
<td>STAT 610</td>
<td>Introduction to Statistical Inference</td>
<td>4</td>
</tr>
<tr>
<td>or STAT/MATH 710</td>
<td>Mathematical Statistics</td>
<td></td>
</tr>
<tr>
<td>STAT 849</td>
<td>Theory and Application of Regression and Analysis of Variance I</td>
<td>3</td>
</tr>
<tr>
<td>STAT 850</td>
<td>Theory and Application of Regression and Analysis of Variance II</td>
<td>3</td>
</tr>
<tr>
<td>STAT 998</td>
<td>Statistical Consulting</td>
<td>3</td>
</tr>
</tbody>
</table>

Select 6 or more elective credits of Statistics courses 600 or higher, except those listed above and STAT 699

The following will also be allowed to count toward the 30-credit minimum for the master's degree (with permission of the Curriculum and Degree Requirement Committee)

Up to 6 credits from Statistics Courses Numbered:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT 327</td>
<td>Learning a Statistical Language</td>
<td></td>
</tr>
<tr>
<td>STAT 349</td>
<td>Introduction to Time Series</td>
<td></td>
</tr>
<tr>
<td>STAT 351</td>
<td>Introductory Nonparametric Statistics</td>
<td></td>
</tr>
<tr>
<td>STAT 411</td>
<td>An Introduction to Sample Survey Theory and Methods</td>
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</tr>
<tr>
<td>STAT 421</td>
<td>Applied Categorical Data Analysis</td>
<td></td>
</tr>
<tr>
<td>STAT 456</td>
<td>Applied Multivariate Analysis</td>
<td></td>
</tr>
<tr>
<td>STAT/COMP SCI 471</td>
<td>Introduction to Computational Statistics</td>
<td></td>
</tr>
</tbody>
</table>

Up to 6 credits outside of STAT in consultation with advisor.

Up to 6 credits of STAT 699 in consultation with advisor.

Total Credits 30

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions toward the graduate degree credit and graduate coursework (50%) requirements.
Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW—Madison Undergraduate**

With program approval, up to 6 statistics credits from a UW—Madison undergraduate degree at the 600 level or above are allowed to count toward minimum graduate degree credits. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**UW—Madison University Special**

With program approval, up to 15 statistics credits completed at UW—Madison while a University Special student at the 300 level or above are allowed to count toward minimum graduate degree and graduate residence credit requirements. Of these credits, those at the 700 level or above may also count toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

**PROBATION**

Three consecutive reviews in which a student fails to meet the minimum criteria for satisfactory progress will result in the student being dropped from the program. Contact the program for more information.

**ADVISOR / COMMITTEE**

Students are required to meet with their advisor near the beginning of each semester to discuss course selection and progress.

**CREDITS PER TERM ALLOWED**

15 credits

**TIME CONSTRAINTS**

The competency test must be passed within six semesters after entering the department.

**GRIEVANCES AND APPEALS**

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, postdoctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

**OTHER**

Students pursuing the general statistics and biostatistics options are considered for department financial support and may seek a dual degree if desired.

**PROFESSIONAL DEVELOPMENT**

**GRADUATE SCHOOL RESOURCES**

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

**PEOPLE**

**Faculty:**

Cecile Ane (https://stat.wisc.edu/staff/ane-cecile/), Professor

Richard Chappell (https://stat.wisc.edu/staff/chappell-rick/), Professor

Peter Chien (https://stat.wisc.edu/staff/chien-peter/), Professor

Jessi Cisewski-Kehe (https://stat.wisc.edu/staff/cisewski-kehe-jessi/), Assistant Professor

Nicolas Garcia Trillos (https://stat.wisc.edu/staff/trillos-nicolas-garcia/), Assistant Professor

Hyunseung Kang (https://stat.wisc.edu/staff/kang-hyunseung/), Assistant Professor

Sunduz Keles (https://stat.wisc.edu/staff/keles-sunduz/), Professor

Bret Larget (https://stat.wisc.edu/staff/larget-bret/), Professor

Keith Levin (https://stat.wisc.edu/staff/levin-keith/), Assistant Professor

Po-Ling Loh (https://stat.wisc.edu/staff/loh-po-ling/), Associate Professor

Wei-Yin Loh (https://stat.wisc.edu/staff/loh-wei-yin/), Professor

Michael Newton (https://stat.wisc.edu/staff/newton-michael/), Professor

Vivak Patel (https://stat.wisc.edu/staff/patel-vivak/), Assistant Professor

Sebastian Raschka (https://stat.wisc.edu/staff/raschka-sebastian/), Assistant Professor
Statistics, Ph.D.

The Department of Statistics offers a rich variety of courses and seminars in almost all branches of statistical theory and applications. The Ph.D. program provides excellent training in the modern theory, methods and applications of statistics and prepares students to become independent researchers. Graduates are prepared for positions in academia, business, or government. The median time to degree is five years.

The Ph.D. program also has an option in biostatistics with slightly different course requirements, but students can freely switch between options after enrollment. The admissions process pools together all applicants to the Ph.D. programs regardless of option, so there is no need to apply to both programs.

The department strives to support students in the Ph.D. program as teaching, research, or project assistants.

The Statistics Department provides extensive computing facilities, both hardware and software, to support instruction and research. Several computers and advanced graphic workstations are available for use in advanced courses enabling students to pursue the latest research directions in statistical computing and graphics. Common statistical packages and libraries are available on a variety of machines.

The department may be consulted for specific career information. See the department website (http://www.stat.wisc.edu/) for application materials and deadlines.

ADMISSIONS

Students apply to the Ph.D. in Statistics through one of the named options:

- Biostatistics (p. 1739)
- Statistics (p. 1742)

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Prospective students should see the program website (https://stat.wisc.edu/graduate-studies/phd-program/) for funding information.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)">http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>A grade of B or better must be received in any course used to fulfill the required and elective course requirements</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>Students must pass the Ph.D. qualifying examination, an oral preliminary examination on a topic selected with the approval of the student's advisor, and a dissertation defense</td>
</tr>
<tr>
<td>Language Requirements</td>
<td>No language requirements</td>
</tr>
</tbody>
</table>
Doctoral Minor/ Breadth Requirements

See Named Options for policy information.

REQUIRED COURSES
Select a Named Option (https://guide.wisc.edu/graduate/statistics/statistics-phd/) for courses required.

NAMED OPTIONS
A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Ph.D. in Statistics must select one of the following named options:

View as list

- STATISTICS: BIOSTATISTICS, PH.D. (P. 1739)
- STATISTICS: STATISTICS, PH.D. (P. 1742)

POLICIES
Students should refer to one of the named options for policy information:

- Biostatistics (p. 1739)
- Statistics (p. 1742)

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Articulates research problems, potentials, and limits with respect to the theories, methodologies, and/or applications of statistics.
2. Formulates ideas, concepts, designs, and methods beyond the current boundaries of knowledge within statistics.
3. Creates research that makes a substantive contribution to theoretical and/or applied statistics.
4. Demonstrates breadth in the theories, methodologies, and applications of statistics.
5. Advances contributions of statistics to society.
6. Communicates complex ideas in a clear and understandable manner.
7. Fosters ethical and professional conduct.

PEOPLE

Faculty:

Cecile Ane (https://stat.wisc.edu/staff/ane-cecile/), Professor
Richard Chappell (https://stat.wisc.edu/staff/chappell-rick/), Professor
Peter Chien (https://stat.wisc.edu/staff/chien-peter/), Professor
Jessi Cisewski-Kehe (https://stat.wisc.edu/staff/cisewski-kehe-jessi/), Assistant Professor
Nicolas Garcia Trillos (https://stat.wisc.edu/staff/trillos-nicolas-garcia/), Assistant Professor
Hyunseung Kang (https://stat.wisc.edu/staff/kang-hyunseung/), Assistant Professor
Sunduz Keles (https://stat.wisc.edu/staff/keles-sunduz/), Professor
Bret Larget (https://stat.wisc.edu/staff/larget-bret/), Professor
Keith Levin (https://stat.wisc.edu/staff/levin-keith/), Assistant Professor
Po-Ling Loh (https://stat.wisc.edu/staff/loh-po-ling/), Associate Professor
Wei-Yin Loh (https://stat.wisc.edu/staff/loh-wei-yin/), Professor
Michael Newton (https://stat.wisc.edu/staff/newton-michael/), Professor
Vivak Patel (https://stat.wisc.edu/staff/patel-vivak/), Assistant Professor
Sebastian Raschka (https://stat.wisc.edu/staff/raschka-sebastian/), Assistant Professor
Garvesh Raskutti (https://stat.wisc.edu/staff/raskutti-garvesh/), Associate Professor
Karl Rohe (https://stat.wisc.edu/staff/rohe-karl/), Associate Professor
Kris Sankaran (https://stat.wisc.edu/staff/sankaran-kris/), Assistant Professor
Jun Shao (https://stat.wisc.edu/staff/shao-jun/), Professor
Miaoyan Wang (https://stat.wisc.edu/staff/wang-miaoyan/), Assistant Professor
Yahzen Wang (https://stat.wisc.edu/staff/wang-yahzen/), Professor
Brian Yandell (https://stat.wisc.edu/staff/yandell-brian/), Professor
Anru Zhang (https://stat.wisc.edu/staff/zhang-anru/), Assistant Professor
Chunming Zhang (https://stat.wisc.edu/staff/zhang-chunming/), Professor
Zhengjun Zhang (https://stat.wisc.edu/staff/zhang-zhengjun/), Professor
Jun Zhu (https://stat.wisc.edu/staff/zhu-jun/) (chair), Professor

STATISTICS: BIOSTATISTICS, PH.D.

This is a named option in the Statistics Ph.D. (p. 1738)

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://
Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

Requirements | Detail
--- | ---
Fall Deadline | December 1
Spring Deadline | The program does not admit in the spring.
Summer Deadline | The program does not admit in the summer.
GRE (Graduate Record Examinations) | Required.*
English Proficiency Test | Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).
Other Test(s) (e.g., GMAT, MCAT) | n/a
Letters of Recommendation | 3

* Due to COVID-19, there have been challenges for students attempting to take the GRE. For students applying for Fall 2021, the GRE requirement is optional. Regardless of whether GRE scores are submitted, all applications will be held in equal regard.

Students holding a bachelor’s degree with a natural science, social science, or engineering major and strong mathematical background are encouraged to apply for admission to the graduate program in statistics. Students are advised to undertake graduate work in statistics only if their undergraduate grades in mathematics were uniformly high.

**FUNDING**

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Prospective students should see the program website (https://stat.wisc.edu/graduate-studies/phd-program/) for funding information.

**MINIMUM GRADUATE SCHOOL REQUIREMENTS**

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.
REQUIRED COURSES

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<tr>
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<tbody>
<tr>
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<td>Statistical Methods for Clinical Trials</td>
<td>3</td>
</tr>
<tr>
<td>STAT/MATH 709</td>
<td>Mathematical Statistics</td>
<td>4</td>
</tr>
<tr>
<td>STAT/MATH 710</td>
<td>Mathematical Statistics</td>
<td>4</td>
</tr>
<tr>
<td>STAT/MATH 733 or STAT 771</td>
<td>Theory of Probability I</td>
<td>3</td>
</tr>
<tr>
<td>STAT 849</td>
<td>Theory and Application of Regression and Analysis of Variance I</td>
<td>3</td>
</tr>
<tr>
<td>STAT 850</td>
<td>Theory and Application of Regression and Analysis of Variance II</td>
<td>3</td>
</tr>
<tr>
<td>STAT 998</td>
<td>Statistical Consulting</td>
<td>3</td>
</tr>
</tbody>
</table>

Additionally four elective courses (12 credits) numbered 642 or higher must be taken, EXCLUDING above and STAT 609, STAT 610, STAT 699, and STAT 990:

The chosen electives must contain AT LEAST two of three Biostatistics specialized courses:

<table>
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<tr>
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<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAT/B M 642</td>
<td>Statistical Methods for Epidemiology</td>
<td></td>
</tr>
<tr>
<td>STAT/B M 741</td>
<td>Survival Analysis Theory and Methods</td>
<td></td>
</tr>
<tr>
<td>STAT/B M 877</td>
<td>Statistical Methods for Molecular Biology</td>
<td></td>
</tr>
</tbody>
</table>

A twelfth course is required (3 credits) from an approved list of Biological Sciences courses.

- GENETICS 466 Principles of Genetics
- ZOOLOGY 570 Cell Biology
- POP HLTH 795 Principles of Population Health Sciences

Approval of other biological sciences courses is at the discretion of the BDO Committee.

STAT 992 may only be used once for the same topic

Sufficient credits from any UW Madison courses including STAT 990 to reach the 51-credit minimum

Total Credits 51

COLLABORATIVE RESEARCH EXPERIENCE:

This unique aspect of the BDO program provides the student with experience in interdisciplinary collaborative research under the supervision of a faculty trainer. Students can accomplish this requirement by rotating through directed study/research credits with various faculty trainers.

- Lab rotations should be completed during the first three years of the program
- Lab rotations need to be established at the beginning of the semester, plan accordingly!
- Students must give a presentation of their research at the end of the same semester

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK

GRADUATE WORK FROM OTHER INSTITUTIONS

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions toward the graduate degree credit and graduate coursework (50%) requirements. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

With program approval, up to 6 statistics credits from a UW–Madison undergraduate degree at the 600 level or above are allowed to count toward minimum graduate degree credits. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, up to 15 statistics credits completed at UW–Madison while a University Special student at the 300 level or above are allowed to count toward minimum graduate degree credits. Coursework earned ten or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION

Three consecutive reviews in which a student fails to meet the minimum criteria for satisfactory progress will result in the student being dropped from the program. Contact the program for more information.

ADVISOR / COMMITTEE

Students are required to meet with their advisor near the beginning of each semester to discuss course selection and progress.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Students must pass the Ph.D. qualifying examination within six semesters from the first fall semester of registration as a graduate student in the department. Students who complete a master’s in the department and then are admitted to the Ph.D. program must pass the Ph.D. qualifying examination within four semesters after entering the Ph.D. program.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:
• Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of programdepartmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
• Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
• Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Students pursuing the general statistics and biostatistics options are considered for department financial support and may seek a dual degree if desired.

PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty: Professors J. Zhu (chair), Ane, Chappell, Chien, Keles, Larget, Loh, Newton, Shao, Y. Wang, Yandell, C. Zhang, Z. Zhang; Associate Professor Rohe; Assistant Professors Garcia Trillos, Kang, Patel, Raschka, Raskutti, M. Wang, A Zhang

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.
REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

NAMED OPTION REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

Evening/Weekend: Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexiblility to keep work and other life commitments.

Face-to-Face: Courses typically meet during weekdays on the UW-Madison Campus.

Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

Minimum Credit Requirement 51 credits

Minimum Residence Credit Requirement 32 credits

Minimum Graduate Coursework Requirement Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university’s Course Guide (http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle(http://my.wisc.edu/CourseGuideRedirect/BrowseByTitle/)).

Overall Graduate GPA Requirement 3.00 GPA required.

Other Grade Requirements A grade of B or better must be received in any course used to fulfill the required and elective course requirements.

Assessments and Examinations Students must pass the Ph.D. qualifying examination, an oral preliminary examination on a topic selected with the approval of the student’s advisor, and a dissertation defense.

Language Requirements No language requirements.

REQUIRED COURSES

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<td>3</td>
</tr>
<tr>
<td>STAT/BM I 642</td>
<td>Statistical Methods for Epidemiology</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses:

Eighteen or more elective credits from Statistics Courses, including:

<table>
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<td>3</td>
</tr>
</tbody>
</table>

or 700 or higher

If STAT 992 is used to fulfill the elective requirement, only 3 credits from any one topic is allowed.

Sufficient credits of STAT 990 to reach the 51-credit minimum

| Total Credits | 44-57 |

GRADUATE SCHOOL POLICIES
The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadapolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

NAMED OPTION-SPECIFIC POLICIES

PRIOR COURSEWORK
Graduate Work from Other Institutions
With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions toward the graduate degree credit and graduate coursework (50%) requirements. Coursework earned five or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, up to 6 statistics credits from a UW–Madison undergraduate degree at the 600 level or above are allowed to count toward minimum graduate degree credits. Coursework earned five or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison University Special
With program approval, up to 15 statistics credits completed at UW–Madison while a University Special student at the 300 level or above are allowed to count toward minimum graduate degree and graduate residence credit requirements. Of these credits, those at the 700 level or above may also count toward the minimum graduate coursework (50%) requirement. Coursework earned five or more years prior to admission to a doctoral degree is not allowed to satisfy requirements.

PROBATION
Three consecutive reviews in which a student fails to meet the minimum criteria for satisfactory progress will result in the student being dropped from the program. Contact the program for more information.

ADVISOR / COMMITTEE
Students are required to meet with their advisor near the beginning of each semester to discuss course selection and progress.

CREDITS PER TERM ALLOWED
15 credits

TIME CONSTRAINTS
Students must pass the Ph.D. qualifying examination within six semesters from the first fall semester of registration as a graduate student in the department. Students who complete a master's in the department and then are admitted to the Ph.D. program must pass the Ph.D. qualifying examination within four semesters after entering the Ph.D. program.

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OTHER
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PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School's professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

PEOPLE

Faculty:
Cecile Ane (https://stat.wisc.edu/staff/ane-cecile/), Professor
Richard Chappell (https://stat.wisc.edu/staff/chappell-rick/), Professor
Peter Chien (https://stat.wisc.edu/staff/chien-peter/), Professor
Theatre and Drama, MFA

Admissions to the Theatre and Drama MFA have been suspended as of fall 2017. If you have any questions, please contact the department (gradsec@theatre.wisc.edu).

The department offers the MFA advanced degree. The master of fine arts degree in Theatre and Drama offers specializations in Acting, Costume Design, Lighting Design, Scene design, and Theatre Technology. Currently the MFA program admission is on hiatus but we will be accepting applications for the fall 2021 semester.

The faculty in Theatre and Drama are leaders in their field. Together, they have many credits in all facets of the profession, working within their field of theatre research and practice both nationally and abroad. They are recognized for their critically acclaimed publications and production work and have won major awards and fellowships for scholarship, creative work, and teaching.

Graduate students at UW–Madison come from around the country and the world. Many have been working theatre professionals returning for advanced degrees. Some graduates go on to teach in the academy; others work in the profession as actors, directors, designers, and technologists.

Coursework and specializations are organized around two areas: acting and design and technology. Students in all specializations are encouraged to complement their major area of study by taking courses from other areas in the department.

University Theatre, the producing arm of the Department of Theatre and Drama, provides students with opportunities to complement work begun in the studios and classrooms. At UW–Madison, the stage is our laboratory. Coursework and discussions regularly connect theatre practice and study with larger issues of cultural and intercultural representation.

The MFA offers specialized preparation for careers in professional theatre.

The MFA specialization in scene design, costume design, lighting design, or theatre technology strives for a balance of professional training and the practical application of skills through numerous collaborative experiences, both onstage and in the classroom. Students in all four disciplines are encouraged to be creative problem solvers through both an appreciation of the history of their craft and a curiosity about the contemporary world of theatre, design and the application of new technologies. Numerous opportunities for realized work, studio collaborations and individualized mentoring affords the MFA student the opportunity to grow and develop as an articulate and collaborative theatre artist.
ADMISSIONS

Admissions to the Theatre and Drama MFA have been suspended as of fall 2017. If you have any questions, please contact the department (gradsec@theatre.wisc.edu).

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Funding opportunities for graduate work vary, but tend to be highly competitive. Please contact the department for more information on student financial support.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

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Mode of Instruction Definitions

Accelerated: Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

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Hybrid: These programs combine face-to-face and online learning formats. Contact the program for more specific information.

Online: These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

CURRICULAR REQUIREMENTS

Requirements Detail

<table>
<thead>
<tr>
<th>Minimum Credit Requirement</th>
<th>75 credits</th>
</tr>
</thead>
</table>

Minimum Residence Credit Requirement

| Minimum Graduate Coursework Requirement | Half of degree coursework must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (https://registrar.wisc.edu/course-guide/). |
| Overall Graduate GPA Requirement | 3.00 GPA required. |
| Other Grade Requirements | No other specific grade requirements. |

Assessments and Examinations

- Design and Technology students must pass two candidacy portfolio examinations in the first year of residency. They must pass two comprehensive-progress, portfolio examinations in both the second and third years of residency.
- A research or creative thesis is required for Design and Technology candidates.

Language Requirements

- No language requirements.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Core Program Coursework</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Theatre History/Literature/Criticism courses</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Production courses</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Select 6 credits of the following: (^1)</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>THEATRE 367 Script Analysis or THEATRE 501 The Business of Acting or THEATRE 619 Special Topics in Theatre and Drama</td>
<td></td>
</tr>
<tr>
<td></td>
<td>THEATRE 699 Directed Study</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>THEATRE 368 Fundamentals of Directing</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Specialist Coursework (see below)</td>
<td>42</td>
</tr>
<tr>
<td></td>
<td>Total Credits</td>
<td>75</td>
</tr>
</tbody>
</table>

\(^1\) Students take 6 credits of either THEATRE 367, THEATRE 501, or THEATRE 619 with the topic "The Business of The Business" depending on their specialist area.

Specialist Coursework

<p>| Acting (^1) |</p>
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Acting courses</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Movement courses</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Voice courses</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Electives</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Total Credits</td>
<td>42</td>
</tr>
</tbody>
</table>

\(^1\) These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.
Costume Design

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design courses</td>
<td>Special Topics in Theatre and Drama (Topic: Period Dress and Décor)</td>
<td>6</td>
</tr>
<tr>
<td>THEATRE 619</td>
<td>Collaborative Design &amp; Technology Studio 2</td>
<td>6</td>
</tr>
<tr>
<td>Skills (Crafts) courses</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>42</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Students must take 6 credits of THEATRE 970 Collaborative Design & Technology Studio.

Lighting Design

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design courses</td>
<td>Special Topics in Theatre and Drama (Topic: Period Dress and Décor)</td>
<td>6</td>
</tr>
<tr>
<td>THEATRE 619</td>
<td>Collaborative Design &amp; Technology Studio 2</td>
<td>6</td>
</tr>
<tr>
<td>Skills courses</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>42</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

2 Students must take 6 credits of THEATRE 970 Collaborative Design & Technology Studio.

Scenic Design

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design courses</td>
<td>Special Topics in Theatre and Drama (Topic: Period Dress and Décor)</td>
<td>6</td>
</tr>
<tr>
<td>THEATRE 619</td>
<td>Collaborative Design &amp; Technology Studio 2</td>
<td>6</td>
</tr>
<tr>
<td>Skills courses</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>42</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

THEATRE Technology

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Design courses</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>Drafting course</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Technical Management courses</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>THEATRE 970</td>
<td>Collaborative Design &amp; Technology Studio</td>
<td></td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>15</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>42</td>
</tr>
</tbody>
</table>

1 These tracks are internal to the program and represent different pathways a student can follow to earn this degree. Track names do not appear in the Graduate School admissions application, and they will not appear on the transcript.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students may count no more than 18 credits of graduate coursework from other institutions.

UW–Madison Undergraduate

With program approval, students may count up to 7 credits numbered 300 or above.

UW–Madison University Special

With program approval, students may count up to 15 credits numbered 700 or above.

PROBATION

Each of the MFA Specializations in Costume Design, Lighting Design, Scene Design, and Theatre Technology conducts separate reviews of students each semester by portfolio and/or oral examination. Students may be placed on probation if program faculty determines that they are not meeting the expectations of their specific degree requirements.

ADVISOR / COMMITTEE

A thesis or final creative project must be prepared under the direction and guidance of a major professor. Committee consists of four members—advisor and three other committee members.

CREDITS PER TERM ALLOWED

15 credits
TIME CONSTRAINTS
The MFA Specializations in Costume Design, Lighting Design, Scene Design, and Theatre Technology generally follow a three-year timeline and variations from this must be approved by the degree program head.

GRIEVANCES AND APPEALS
These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
- Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  - Office of the Provost for Faculty and Staff Affairs (https://facstaff.provost.wisc.edu/)
  - Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
  - Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
  - Employee Disability Resource Office (https://employedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
  - Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
  - Office of Compliance (https://compliance.wisc.edu/) (for class harassment and discrimination, including sexual harassment and sexual violence)
  - Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
  - Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
  - Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to complain about the treatment and to receive a prompt hearing of the grievance, following these grievance procedures. The complaint may concern course grades, classroom treatment, program admission, or other issues. To insure a prompt and fair hearing of any complaint, and to protect both the rights of the student and the person at whom the complaint is addressed, the procedures below are used in the School of Education.

The person whom the complaint is directed against must be an employee of the School of Education. Any student or potential student may use these procedures unless the complaint is covered by other campus rules or contracts. The following steps are available within the School of Education when a student has a grievance:

1. The student should first talk with the person against whom the grievance is directed. Most issues can be settled at this level. If the complaint is directed against a teaching assistant, and the student is not satisfied, the next step would be to talk to the TA's supervisor, who is usually the course professor. If the complaint is not resolved satisfactorily, the student may continue to step 2.

2. If the complaint does not involve an academic department, the procedure outlined in Step 4 below should be followed. If the complaint involves an academic department, the student should contact the chair of the department. The chair will attempt to resolve the problem informally. If this cannot be done to the student's satisfaction, the student may submit the grievance to the chair in writing. This must be done within 60 calendar days of the alleged unfair treatment.

3. On receipt of a written complaint, the chair will refer the matter to a departmental committee, which will obtain a written response from the person at whom the complaint is directed. This response shall be shared with the person filing the grievance. The chair will provide a timely written decision to the student on the action taken by the committee.

4. If either party is not satisfied with the decision of the department, they have five working days from receipt of the decision to contact the dean's office (at the number below), indicating the intention to appeal. If the complaint does not involve an academic department in the school, the student must contact the dean's office within 60 calendar days of the alleged unfair treatment.

5. In either case, there will be an attempt to resolve the issue informally by the associate dean. If this cannot be done, the complaint can be filed in writing with the dean's office. This must be done within 10 working days of the time the appealing party was notified that informal resolution was unsuccessful.

6. On receipt of such a written complaint, the associate dean will convene a subcommittee of the school's Equity & Diversity Committee. This subcommittee may ask for additional information from the parties involved and may hold a hearing at which both parties will be asked to speak separately. The subcommittee will then make a written recommendation to the dean of the School of Education, who will render a decision. Unless a longer time is negotiated, this written decision shall be made within 20 working days from the date when the grievance was filed with the dean's office.

Questions about these procedures can be directed to the School of Education Dean's Office, 377 Education Building, 1000 Bascom Mall, 608-262-1763.

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW–System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office of Compliance (https://compliance.wisc.edu/), 361 Bascom Hall, 608-265-6018, uwcomplianceoffice@wisc.edu.

OTHER
Qualified candidates are considered for 33% TA positions as the budget allows.
PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.

LEARNING OUTCOMES

1. Exhibit exceptional skill and professional competence in theatre practice exemplified by a knowledge and achievement signified by a large body of work.
2. Applies advanced analytical levels of inquiry and investigation in the creation, performance, production, or communication of theatre practice.
3. Possesses a broad knowledge of theatre literature as well as visual and cultural history and applies that knowledge to the production process.
4. Demonstrates the requisite artistic and technical skills to meet professional standards.
5. Formulates ideas, concepts, designs, performances and/or techniques that advance the field.
6. Articulates complex ideas in a clear and understandable manner.
7. Recognizes and applies principles of ethical and professional conduct.
8. Collaborates effectively, creatively, and generously through respect for the contributions of others.

PEOPLE

Faculty: Associate Professor Dan Lisowski (chair), Professors Patricia Boyette, David Furumoto and Patrick Sims, Associate Professor Gail Brassard, Assistant Professors Shuxing Fan and Colleen Conroy

COMPARATIVE BIOMEDICAL SCIENCES, M.S.

The Comparative Biomedical Sciences (CBMS) graduate program emphasizes an integrated approach to contemporary biology that combines molecular and cellular techniques with the analysis of complex whole animal systems. Faculty provide exceptional graduate and undergraduate interdisciplinary research training opportunities in core areas of animal and human health including immunology, molecular and cellular biology, physiology, neuroscience, genomics, oncology, virology, medical technology, infectious diseases and toxicology and pharmacology. They also contribute extensive public services, both nationally and internationally, within related faculty disciplines.

The graduate program serves as a focal point for graduate research training in the School of Veterinary Medicine (SVM) and is administered by the Department of Pathobiological Sciences. Trainers in CBMS have their tenure homes in all four departments of the School of Veterinary Medicine as well as in the College of Agricultural and Life Sciences (CALS), the School of Medicine and Public Health (SMPH), the College of Engineering, and the College of Letters & Science. Faculty in the CBMS program also serve in or interface with other campus training programs including bacteriology, biocore, cellular and molecular biology, endocrinology and reproductive physiology, medical microbiology and immunology, molecular and environmental toxicology, and the Primate Center.

Currently, there are over 100 faculty trainers in the Comparative Biomedical Sciences program. Affiliate faculty outside the School of Veterinary Medicine have their tenure homes in the Departments of Anatomy, Animal Sciences, Biochemistry, Dermatology, Entomology, Human Oncology, Medical Microbiology and Immunology, Medicine, Neurosurgery, Ophthalmology and Visual Sciences, Pathology and Laboratory Medicine, Population Health Sciences, Radiology, and Surgery. The program is currently comprised of approximately 55 graduate students, most of whom are pursuing the Ph.D. degree. The program is recognized as a premier research and graduate training program for students with or without a degree in veterinary medicine.

VETERINARY MEDICINE - SCHOOL-WIDE

DEGREES/MAJORS, DOCTORAL MINORS, GRADUATE/professional CERTIFICATES

- Comparative Biomedical Sciences, M.S. (p. 1749)
- Comparative Biomedical Sciences, Ph.D. (p. 1753)

PEOPLE

Faculty: See Comparative Biomedical Sciences (https://www.vetmed.wisc.edu/education/ms-phd/trainers/) faculty list.

ADMISSIONS

Please consult the table below for key information about this degree program’s admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program’s website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).

Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>June 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
</tbody>
</table>
English Proficiency Test

Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (https://grad.wisc.edu/apply/requirements/#english-proficiency).

Other Test(s) (e.g., GMAT, MCAT)

n/a

Letters of Recommendation

3

Required

Admission is competitive. Applicants must hold a B.S., DVM., M.S., M.A. or M.D. from an approved institution and have a strong background in biology and chemistry. Applications are judged on the basis of previous academic record, graduate record exam (GRE) scores, letters of recommendation, and the personal statement. Before admission, most students must be accepted by an eligible program faculty member who agrees to serve as the major professor. A limited number of students may be offered rotations. Applications for summer (June) or fall (September) admission must be received by January 1, and spring (January) applications must be received by June 1. Historically, most students start in the fall semester.

FUNDING

GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

PROGRAM RESOURCES

Most graduate students receive financial support through fellowships, research assistantships through their major professor, and/or National Research Service Awards. Faculty in the program are PIs for Training Grants (Parasitology and Vector Biology Training Program, Comparative Biomedical Sciences Research Training for Veterinarians, and Research Training for Veterinary Medical Students) for which students with the appropriate background and credentials may compete.

REQUIREMENTS

MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (p. 13), in addition to the program requirements listed below.

MAJOR REQUIREMENTS

MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Requirement</th>
<th>Minimum Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Coursework Credit</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (15 credits out of 30 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide (<a href="https://registrar.wisc.edu/course-guide/">https://registrar.wisc.edu/course-guide/</a>).</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B or above in all major coursework.</td>
</tr>
<tr>
<td>Assessments and Examinations</td>
<td>After the committee is chosen, the student must submit certification paperwork that details the intended coursework plan, the committee members’ names and signatures, a short explanation of why they were chosen and an appended research plan. Certification plans will be reviewed and approved by the program academic committee.</td>
</tr>
</tbody>
</table>

Students are expected to meet with their committee at least once per year until degree completion.

Candidates are required to author a thesis based on original work, or, at the option of the major professor and with the approval of the thesis committee, the equivalent in the form of a substantial paper suitable for publication. The thesis or paper must be approved by the student’s committee at least two weeks prior to the final examination. A final public presentation, followed by an oral exam in front of their committee and official deposit of the thesis with the Graduate School is not required.

No language requirements.
REQUIRED COURSES

- 9 didactic credits (6 credits of advanced coursework may be transferred as approved by your thesis committee and the academic committee provided they are defined as graduate level). Credits from undergraduate courses taken at UW-Madison may be transferred if at the graduate level.
- 1 credit of PATH-BIO 930 Advanced Seminar (research seminar)
- For students who enter fall 2016 or later: Masters students must register for two semesters of PATH-BIO 930 Advanced Seminar and present once during their second semester. MS students will take the course P/S/U (Progress/Satisfactory/Unsatisfactory) if not presenting.
- 19 (minimum) research 990 credits
- Thesis or publishable work approved by your major professor and committee (official deposit is not required) of work based on original research and defended before your committee.
- Certification submitted and approved by your thesis committee and the academic committee.

Approved and Recommended Courses

The following is a list of core courses taken by many students and recommended courses that are appropriate to specific research areas. These courses are suggestions only; the student and their committee ultimately decide the best coursework plan for each student’s specific program, with final approval from the program’s academic committee. Students are responsible for determining that the coursework chosen meets the Graduate School’s criteria for graduate work.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PATH-BIO 512</td>
<td>Introduction to Veterinary Epidemiology</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
<td>Introduction to Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>POP HLTH 802</td>
<td>Advanced Epidemiology: Etiology and Prevention</td>
<td>3</td>
</tr>
<tr>
<td><strong>Physiology</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AN SCI/DY SCI 434</td>
<td>Reproductive Physiology</td>
<td>3</td>
</tr>
<tr>
<td>COMP BIO 551</td>
<td>Veterinary Physiology A (fall)</td>
<td>4</td>
</tr>
<tr>
<td>COMP BIO 506</td>
<td>Veterinary Physiology B (spring)</td>
<td>4</td>
</tr>
<tr>
<td>ZOOLOGY 611</td>
<td>Comparative and Evolutionary Physiology</td>
<td>3</td>
</tr>
<tr>
<td>ZOOLOGY/AN SCI/ OBSS&amp;GYN 954</td>
<td>Seminar in Endocrinology-Reproductive Physiology</td>
<td>1</td>
</tr>
<tr>
<td><strong>Infectious Disease and Immunology</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PATH-BIO 510</td>
<td>Veterinary Immunology</td>
<td>3</td>
</tr>
<tr>
<td>PATH-BIO 514</td>
<td>Veterinary Parasitology</td>
<td>3</td>
</tr>
<tr>
<td>PATH-BIO 517</td>
<td>Veterinary Bacteriology and Mycology</td>
<td>4</td>
</tr>
<tr>
<td>PATH-BIO 513</td>
<td>Veterinary Virology</td>
<td>2</td>
</tr>
<tr>
<td>PATH-BIO/ M M &amp; I 528</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>PATH-BIO/ M M &amp; I 750</td>
<td>Host-Parasite Relationships in Vertebrate Viral Disease</td>
<td>3</td>
</tr>
<tr>
<td>PATH-BIO 773</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>M M &amp; I/PATH-BIO 720</td>
<td>Advanced Immunology: Critical Thinking</td>
<td>3</td>
</tr>
<tr>
<td>M M &amp; I/PATH-BIO 790</td>
<td>Immunology of Infectious Disease</td>
<td>3</td>
</tr>
<tr>
<td><strong>Neuroscience</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMP BIO 505</td>
<td>Veterinary Neuroanatomy and Neurophysiology</td>
<td>3</td>
</tr>
<tr>
<td>ZOOLOGY/ PSYCH 523</td>
<td>Neurobiology</td>
<td>3</td>
</tr>
<tr>
<td>NTP/NEURODPT 610</td>
<td>Cellular and Molecular Neuroscience</td>
<td>4</td>
</tr>
<tr>
<td>NTP/NEURODPT/ PSYCH 611</td>
<td>Systems Neuroscience</td>
<td>4</td>
</tr>
<tr>
<td><strong>Toxicology and Pharmacology</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMP BIO 555</td>
<td>Veterinary Toxicology</td>
<td>2</td>
</tr>
<tr>
<td>ONCOLOGY 675</td>
<td>Advanced or Special Topics in Cancer Research</td>
<td>1-3</td>
</tr>
<tr>
<td>ONCOLOGY 703</td>
<td>Carcinogenesis and Tumor Cell Biology</td>
<td>3</td>
</tr>
<tr>
<td><strong>Virology</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PATH-BIO 513</td>
<td>Veterinary Virology</td>
<td>2</td>
</tr>
<tr>
<td>BIOCHEM/ M M &amp; I 575</td>
<td>Biology of Viruses</td>
<td>2</td>
</tr>
<tr>
<td>ONCOLOGY/ PL PATH 640</td>
<td>General Virology-Multiplication of Viruses</td>
<td>3</td>
</tr>
<tr>
<td>M M &amp; I/PATH-BIO 750</td>
<td>Host-Parasite Relationships in Vertebrate Viral Disease</td>
<td>3</td>
</tr>
</tbody>
</table>

Courses from which Students Build Disciplinary Strength

Epidemiology
GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students may transfer no more than 6 credits of advanced graduate coursework from other institutions. These courses may not be used toward the Graduate School's Minimum Graduate Residence Credit. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, students may count up to 6 credits of advanced undergraduate coursework from UW–Madison in lieu of or in combination with credits transferred from another institution. These courses must meet the Graduate School's criteria as graduate coursework and may not be used toward the 50% graduate coursework requirement unless taken at the 700 level or above.

UW–Madison University Special
With program approval, students may count up to 6 credits of coursework numbered 400 or above taken as a UW–Madison Special student in lieu of or in combination with credits transferred from another institution or as a UW–Madison undergraduate. Coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full or part-time enrollment the student may be dismissed from the program or allowed to continue based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE

All students must have an advisor prior to final admission. A thesis committee consisting of three members, the advisor plus one program trainer and one outside member, must be chosen by the end of the first semester. The third member may be a scientist, industry expert, or a member of the faculty from another institution.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Certification should be completed by the end of the first semester of enrollment.

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements, but that coursework may not count toward Graduate School credit requirements.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://dosd.students.wisc.edu/bias-or-hate-reporting/)
- Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
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  - Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
- Dean of Students Office (https://dosd.students.wisc.edu/) (for all students to seek grievance assistance and support)
- Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
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- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

If a student feels unfairly treated or aggrieved by faculty, staff, or another student, the University offers several avenues to resolve the grievance. Students’ concerns about unfair treatment are best handled directly with the person responsible for the objectionable action. If the student is uncomfortable making direct contact with the individual(s) involved, they should contact the advisor or the person in charge of the unit where the action occurred (program or department chair, section chair, lab manager, etc.). For more information see the Graduate School Academic Policies & Procedures: Grievances & Appeals: https://grad.wisc.edu/acadpolicy/#grievancesandappeals

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1. The student is encouraged to speak first with the person toward whom the grievance is directed to see if a situation can be resolved at this level.
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channels and facilitate any complaints or issues of students. The first attempt is to help students informally address the grievance prior to any formal complaint. Students are also encouraged to talk with their faculty advisors regarding concerns or difficulties if necessary. University resources for sexual harassment, discrimination, disability accommodations, and other related concerns can be found on the UW Office of Compliance website (https://compliance.wisc.edu/).

3. If the issue is not resolved to the student’s satisfaction, the student can submit the grievance to the Grievance Advisor in writing, within 60 calendar days of the alleged unfair treatment.

4. On receipt of a written complaint, a faculty committee will be convened by the Grievance Advisor to manage the grievance. The program faculty committee will obtain a written response from the person toward whom the complaint is directed. This response will be shared with the person filing the grievance.

5. The faculty committee will determine a decision regarding the grievance. The Grievance Advisor will report on the action taken by the committee in writing to both the student and the party toward whom the complaint was directed within 15 working days from the date the complaint was received.

6. At this point, if either party (the student or the person toward whom the grievance is directed) is unsatisfied with the decision of the faculty committee, the party may file a written appeal. Either party has 10 working days to file a written appeal to the School/College.

7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

OTHER

Most students must be accepted by a major professor in the CBMS Graduate Program before they can be fully admitted to the program. Rotations are offered to a limited number of entering students (1–2) in the fall semester.

LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry and/or schools of practice in the field of study.
2. Articulates sources and assembles evidence pertaining to questions or challenges in the field of study.
3. Assesses and/or applies methodologies and practices in the field of study.
4. Articulates challenges involved in practicing the field of study, elucidates its leading edges, and delineates its current limits with respect to theory, knowledge, and/or practice.
5. Appreciates the implication of the primary field of study in terms of challenges, trends, and developments in a broader scientific context.
6. Demonstrates abilities to apply knowledge through critical thinking, inquiry, and analysis to solve problems, engage in scholarly work, and/or produce creative products.
7. Evaluates, assesses or refines information resources or an information base within the field.
8. Communicates clearly in styles appropriate to the field of study.
9. Recognizes and applies ethical conduct and professional guidelines.

COMPARATIVE BIOMEDICAL SCIENCES, PH.D.

The Comparative Biomedical Sciences (CBMS) graduate program emphasizes an integrated approach to contemporary biology that combines molecular and cellular techniques with the analysis of complex whole animal systems. Faculty provide exceptional graduate and undergraduate interdisciplinary research training opportunities in core areas of animal and human health including immunology, molecular and cellular biology, physiology, neuroscience, genomics, oncology, virology, medical technology, infectious diseases and toxicology and pharmacology. They also contribute extensive public services, both nationally and internationally, within related faculty disciplines.

The graduate program serves as a focal point for graduate research training in the School of Veterinary Medicine (SVM) and is administered by the Department of Pathobiological Sciences. Trainers in CBMS have their tenure homes in all four departments of the School of Veterinary Medicine as well as in the College of Agricultural and Life Sciences (CALS), the School of Medicine and Public Health (SMPH), the College of Engineering, and the College of Letters & Science. Faculty in the CBMS program also serve in or interface with other campus training programs including bacteriology, biocore, cellular and molecular biology, endocrinology and reproductive physiology, medical microbiology and immunology, molecular and environmental toxicology, and the Primate Center.

Currently, there are over 100 faculty trainers in the Comparative Biomedical Sciences program. Affiliate faculty outside the School of Veterinary Medicine have their tenure homes in the Departments of Anatomy, Animal Sciences, Biochemistry, Dermatology, Entomology, Human Oncology, Medical Microbiology and Immunology, Medicine, Neurosurgery, Ophthalmology and Visual Sciences, Pathology and Laboratory Medicine, Population Health Sciences, Radiology, and Surgery. The program is currently comprised of approximately 55 graduate students, most of whom are pursuing the Ph.D. degree. The program is recognized as a premier research and graduate training program for students with or without a degree in veterinary medicine.

ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website. Graduate admissions is a two-step process between academic programs and the Graduate School. Applicants must meet the minimum requirements (https://grad.wisc.edu/apply/requirements/) of the Graduate School as well as the program(s).
Once you have researched the graduate program(s) you are interested in, apply online (https://grad.wisc.edu/apply/).

### REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>Spring Deadline</td>
<td>June 1</td>
</tr>
<tr>
<td>Summer Deadline</td>
<td>January 1</td>
</tr>
<tr>
<td>GRE (Graduate Record Examinations)</td>
<td>Not required but may be considered if available.</td>
</tr>
<tr>
<td>English Proficiency Test</td>
<td>Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<a href="https://grad.wisc.edu/apply/requirements/#english-proficiency">https://grad.wisc.edu/apply/requirements/#english-proficiency</a>).</td>
</tr>
<tr>
<td>Other Test(s) (e.g., GMAT, MCAT)</td>
<td>n/a</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>3</td>
</tr>
</tbody>
</table>

Admission is competitive. Applicants must hold a B.S., DVM., M.S., M.A. or M.D. from an approved institution and have a strong background in biology and chemistry. Applications are judged on the basis of previous academic record, graduate record exam (GRE) scores, letters of recommendation, and the personal statement. Before admission, most students must be accepted by an eligible program faculty member who agrees to serve as the major professor. A limited number of students may be offered rotations. Applications for summer (June) or fall (September) admission must be received by **January 1** and spring (January) applications must be received by **June 1**. Historically, most students start in the fall semester.

### FUNDING

**GRADUATE SCHOOL RESOURCES**

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (https://grad.wisc.edu/funding/) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

**PROGRAM RESOURCES**

Most graduate students receive financial support through fellowships, research assistantships through their major professor, and/or National Research Service Awards. Faculty in the program are PIs for Training Grants (Parasitology and Vector Biology Training Program, Comparative Biomedical Sciences Research Training for Veterinarians, and Research Training for Veterinary Medical Students) for which students with the appropriate background and credentials may compete.

### MAJOR REQUIREMENTS

#### MODE OF INSTRUCTION

<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
<th>Hybrid</th>
<th>Accelerated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Mode of Instruction Definitions**

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students are able to complete a program with minimal disruptions to careers and other commitments.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>51 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>32 credits</td>
</tr>
<tr>
<td>Minimum Graduate Coursework Requirement</td>
<td>Half of degree coursework (26 credits out of 51 total credits) must be completed graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's Course Guide.</td>
</tr>
<tr>
<td>Overall Graduate GPA Requirement</td>
<td>3.00 GPA required.</td>
</tr>
<tr>
<td>Other Grade Requirements</td>
<td>Students must earn a B or above in all major coursework.</td>
</tr>
</tbody>
</table>
Assessments and Examinations

After the committee is chosen, the student must submit certification paperwork that details the intended coursework plan, the committee members’ names and signatures, a short explanation of why they were chosen and an appended research plan. Certification plans will be reviewed and approved by the program academic committee.

Students are expected to meet with their committee at least once per year until degree completion.

There are two preliminary examinations. The first (A) consists of a take-home exam of questions authored by the student’s dissertation committee, followed by an oral exam. The student may retake the exam once if they fail on the first attempt.

The second preliminary examination (B) requires that the student write their research plan in the form of a major grant application and defend it orally before the committee.

Candidates must present broad-based evidence of general proficiency in research and the ability to conduct independent investigation as demonstrated in a written dissertation presenting original research. A final public presentation, followed by an oral exam in front of their committee and official deposit of the dissertation with the Graduate School is required.

Language Requirements

No language requirements.

Doctoral Minor/Breadth Requirements

A minor is no longer required but may be completed by students who wish to receive one. The decision to fulfill a minor should be requested at the time of certification.

In general, most minors require a minimum of 10 didactic credits in a single degree program (e.g., neuroscience, population health, genetics). Focused minors usually require approval from the related program or department and may involve additional rules or credits. Check with the program in which you have an interest early in the process.

REQUIRED COURSES

Choose your coursework in consultation with your major professor. The Graduate School requires a minimum of 32 total credits prior to taking the CBMS prelim B and 51 credits to graduate (any combination of didactic or lab courses, seminars and research).

- 20 didactic credits. Nine credits of advanced coursework, or MS/DVM coursework or equivalent, may be transferred as approved by your thesis committee and the Academic Committee, provided they are defined as graduate level. Nine credits may be transferred from coursework taken as a Special Student at UW-Madison if the student pays the difference in tuition for the terms in question and the course is numbered 700 and above. A maximum of 7 undergraduate credits may be transferred only from UW-Madison. In all cases, these credits will not count toward the 50% minimum unless courses are graduate level (700 level and above).
- 2 PATH-BIO 930 Advanced Seminar one-credit student seminar courses.
- For students who enter fall 2016 or later: PhD students must register for four semesters of PATH-BIO 930 Advanced Seminar and present twice after the first two semesters. One presentation must be completed prior to passing to dissertator status. The second presentation may take place after reaching dissertator status, but no later than the semester prior to the student’s dissertation defense. PhD students will take the course P/S/U (Progress/Satisfactory/Unsatisfactory) unless they are presenting.
- 28 Research 990 credits (minimum, unless you take more didactic or laboratory courses)
- Certification submitted and approved by thesis committee and Academic Committee
- Pass preliminary examinations A and B
- Completed dissertation composed of original work approved by your major professor and committee based on original research, defended before your committee and deposited with the Graduate School.

Approved and Recommended Courses

The following is a list of core courses taken by many students and recommended courses that are appropriate to specific research areas. These courses are suggestions only; the student and their committee ultimately decide the best coursework plan for each student’s specific program, with final approval from the program’s academic committee. Students are responsible for determining that the coursework chosen meets the Graduate School’s criteria for graduate work.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SURG SCI 812</td>
<td>Research Ethics and Career Development</td>
<td>2</td>
</tr>
<tr>
<td>GENETICS 466</td>
<td>Principles of Genetics</td>
<td>3</td>
</tr>
<tr>
<td>PATH-BIO/HORT 500 Molecular Biology Techniques</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PATH-BIO 773</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM 501</td>
<td>Introduction to Biochemistry</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM/GENETICS/MICROBIO 612</td>
<td>Prokaryotic Molecular Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM/GENETICS/MD GENET 620</td>
<td>Eukaryotic Molecular Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOCHEM/PHMCOL-M/ZOOLOGY 630</td>
<td>Cellular Signal Transduction Mechanisms</td>
<td>3</td>
</tr>
<tr>
<td>ZOOLOGY 570</td>
<td>Cell Biology</td>
<td>3</td>
</tr>
<tr>
<td>PATH 750</td>
<td>Cellular and Molecular Biology/Pathology</td>
<td>2-3</td>
</tr>
<tr>
<td>PATH 751</td>
<td>Cell and Molecular Biology of Aging</td>
<td>3</td>
</tr>
<tr>
<td>STAT/F&amp;W ECOL/HORT 571 &amp; STAT/F&amp;W ECOL/HORT 572</td>
<td>Statistical Methods for Bioscience I and Statistical Methods for Bioscience II</td>
<td>8</td>
</tr>
</tbody>
</table>

Courses from which Students Build Disciplinary Strength

Epidemiology

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PATH-BIO 512</td>
<td>Introduction to Veterinary Epidemiology</td>
<td>2</td>
</tr>
<tr>
<td>POP HLTH/SOC 797</td>
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<td>3</td>
</tr>
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GRADUATE SCHOOL POLICIES

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MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions
With program approval, students may transfer no more than 9 credits of advanced graduate coursework from other institutions. These courses may not be used toward the Graduate School's Minimum Graduate Residence Credit. Coursework earned ten or more years prior to admission to the doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate
With program approval, students may count up to 7 credits of advanced undergraduate coursework taken at UW–Madison in lieu of or in combination with credits transferred from another institution. These courses must meet the Graduate School’s criteria as graduate coursework and may not be used toward the 50% graduate coursework requirement unless taken at the 700 level or above.

UW–Madison University Special
With program approval, students may count up to 9 credits of coursework numbered 400 or above taken as a UW–Madison special student in lieu of or in combination with credits transferred from another institution or as a UW–Madison undergraduate. Coursework taken as a University Special student would not be allowed to count toward the 50% graduate coursework minimum unless taken at the 700 level or above. Coursework earned ten or more years prior to admission to the doctoral degree is not allowed to satisfy requirements.

PROBATION

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full or part-time enrollment the student may be dismissed from the program or allowed to continue based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE

All students must have an advisor prior to final admission unless offered a rotation. A dissertation committee consisting of five members, the advisor plus two program trainers and two outside members, must be chosen by the end of the first year. The fifth member may be a scientist, industry expert, or member of the faculty from another institution. All committee members of your final oral examination committee will be designated as readers.

CREDITS PER TERM ALLOWED
15 credits
TIME CONSTRAINTS
Certification should be completed by the end of the first year of enrollment.

Preliminary examination A should be taken by the end of the second year.

Preliminary examination B should be taken by the end of the third year.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing preliminary examination B may be required to take another preliminary examination to be admitted to candidacy a second time.

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements, but that coursework may not count toward Graduate School credit requirements.

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These resources may be helpful in addressing your concerns:

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7. Documentation of the grievance will be stored for at least 7 years. Significant grievances that set a precedent will be stored indefinitely.

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PROFESSIONAL DEVELOPMENT

GRADUATE SCHOOL RESOURCES
Take advantage of the Graduate School’s professional development resources (https://grad.wisc.edu/pd/) to build skills, thrive academically, and launch your career.
LEARNING OUTCOMES

1. Articulates, critiques, or elaborates the theories, research methods, and approaches to inquiry and/or schools of practice in the field of study.
2. Articulates sources and assembles evidence pertaining to questions or challenges in the field of study.
3. Assesses and/or applies methodologies and practices in the field of study.
4. Articulates challenges involved in practicing the field of study, elucidates its leading edges, and delineates its current limits with respect to theory, knowledge, and/or practice.
5. Appreciates the implication of the primary field of study in terms of challenges, trends, and developments in a broader scientific context.
6. Initiates, assembles, arranges and/or reformulates ideas, concepts, designs, and/or techniques in carrying out a project beyond conventional boundaries.
7. Engages diverse cultural, historical or scientific perspectives and articulates how these perspectives contribute to a project, paper or performance.
8. Demonstrates abilities to apply knowledge through critical thinking, inquiry, and analysis to solve problems, engage in scholarly work, and/or produce creative products.
9. Evaluates, assesses or refines information resources or an information base within the field.
10. Communicates clearly in styles appropriate to the field of study.
11. Develops hypothesis, creates research, scholarship or performance that makes a substantive contribution to the field of study.
12. Demonstrates breadth within their learning experiences.
13. Implements methodologies and/or practices to test hypotheses and illustrates the implications of the experimental outcome to the field of study and its relationship to allied fields.
14. Develops new concepts and methodologies and/or identifies new research opportunities.
15. Communicates complex and/or ambiguous ideas clearly.
16. Evaluates the implications of one's own scholarship/research/ performance to broader scientific advancement.
17. Recognizes and applies ethical conduct and professional guidelines.
18. Fosters ethical conduct and professional guidelines.

PEOPLE

Faculty: See Comparative Biomedical Sciences (https://www.vetmed.wisc.edu/education/ms-phd/trainers/) faculty list.
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